



# **GUIDELINES FOR WASTEWATER AND WASTEWATER SLUDGE PUMPERS AND HAULERS REGISTRATION**

## **APPLICATION FORM**

All sections of this registration application form must be completed properly with the correct information for the department to process. This is a requirement of Hawaii Administrative Rules, Chapter 11-62.

### **1. COMPANY INFORMATION**

Indicate the name of your company or organization and the contact person in charge of completing the registration process. The company name will be posted on the DOH-WWB's website. An email address, phone number, and fax number (if one is available) must be provided to ensure that notices and other types of information is disseminated properly.

### **2. LOCATION**

Select the Island for which your business or organization operates on. For entities that operate on multiple islands, a separate application must be filled out for EACH island. Vehicle placards and other hard copy documents will be sent to the MAILING ADDRESS. The PHYSICAL ADDRESS is the base yard or central point of activity for your business or organization. A P.O. Box cannot be listed for a physical address. Failure to provide any of this information will result in your registration not being approved.

### **3. OWNERSHIP TYPE**

Select the type of organization and specify kind if 'Other' is checked.

### **4. ACTIVITIES CONDUCTED BY APPLICANT**

Indicate all activities that will be conducted by the applicant. It is the applicant's responsibility to obtain permission or authorization from any government agency or organization that will requires disposal and/or discharge at their facility or location. For example, if a person wishes to participate in pumping cesspools/septic systems then they must receive permission/authorization to discharge the wastewater prior to beginning any operations.

**5. VEHICLE INFORMATION**

List the license plate and description (make, model, year, color, tank size for wastewater) of each vehicle. Tank size does not need to be listed for vehicles without tanks affixed to it. In addition, we are now requiring the type of waste to be pumped with each vehicle.

**6. CERTIFICATION**

Do not alter the statements found in this item. Alteration of this item will result in the denial of your registration application. The person certifying this registration application form must meet one of the descriptions as indicated in this item and be employed by the owner.

**7. FEES AND PAYMENTS**

**\$30** for new operations

**\$10** for renewal of an existing registered operation – if postmarked by November 15, 2020

**\$15** for renewal of an existing registered operation – if postmarked after November 15, 2020 and before February 13, 2021

Existing operations who do not submit a renewal application by February 13, 2021 must register as a new operation.

Application fees should be made payable to **STATE OF HAWAII**

Note: Only checks or money orders will be accepted. No Cash.

**8. SUBMITTAL**

SEND COMPLETED FORMS AND THE APPROPRIATE APPLICATION FEE TO:

State of Hawaii

Wastewater Branch

2827 Waimano Home Road #207

Pearl City, HI 96782

Should you have any questions, please call Mr. Michael Cummings of the Wastewater Branch at (808) 586-4294