



WASTEWATER DISCHARGE PERMIT FEE PROGRAM
Municipal/Domestic Facilities
Fee Calculation Form
1B For Fiscal Year 2017
(July 1, 2016 - June 30, 2017)

Section 1. Identifying Information

Facility Name:	
Permit No.:	

Section 2. Billing Information

Contact Name and Address	Phone Number:
	Alt Phone Number:
	FAX Number:
	Email:

Section 3. Type of Domestic Wastewater Facility

Please check box that applies to your facility.

Municipally-owned

Privately-owned primarily serving residential customers

Section 4. Residential Equivalents Information

Step 1. Gross revenue from user charges for sewer services for all classes of customers in calendar year 2015 .	
Step 2. Gross revenue from user charges for sewer services for single family residences in calendar year 2015 .	
Step 3. Number of single family residences served on December 31, 2015 .	
Step 4. Average annual user charge for a single family residence (step 2 divided by step 3).	
Step 5. Number of residential equivalents (step 1 divided by step 4).	

Section 5. Certification of Information

I hereby certify with my signature that all information contained in this form and in supporting documents is true and correct. I understand that any omissions or misrepresentations will result in revision of both current and previously granted fee determinations.

Signature Date

Note: A copy of your complete sewer rate schedule for all classes of customers must be submitted with this form.

Please submit completed form to:

Alex Tran
 Department of Ecology
 Water Quality Program
 PO Box 47600
 Olympia, WA
 98504-7600

Instructions for Completing the Municipal/Domestic Facilities Fee Calculation Form 1B

Introduction

Initiative 97, now codified as RCW 90.48.465, was approved by voters during the November 1988 general election. Initiative 97, which first went into effect on March 1, 1989, requires the Department of Ecology to fund its administration of the wastewater discharge permit program through annual fees.

If the permit holder has more than one permit and treats each wastewater treatment facility as a separate accounting entity (that is, maintains separate revenue and expenditure accounts for each facility), the permit holder **must fill out one form for each facility**. Each facility's fee will be calculated separately.

If the permit holder has more than one permit and does not treat each facility as a separate accounting entity, it can fill out only one form. The facilities will be considered together as one entity. The form will calculate **one** fee for all of the facilities.

Section 1. Identifying Information

Please completely fill out the section marked identifying information. The contact person should be the person responsible for completing the form.

Section 2. Billing Information

Contact information of person who is responsible for receiving invoices and all billing information.

Section 3. Type of Domestic Wastewater Facility

Municipally-owned. A municipality is a city, town, county, district, association, or other public body created by or pursuant to state law.

Privately-owned. Permit fees for privately owned domestic wastewater facilities **that primarily serve residential customers** will be calculated the same as a municipality. A residential customer is one whose house or building is primarily used for domestic dwelling purposes.

Section 4. Residential Equivalents Information

For calculating the annual user charge for single-family residents whose water usage is significantly different from 900 cubic feet per month (6,731 gallons) **or** permit holders with sewer charges that differ according to location.

Enter the number of single-family residences served on **December 31, 2015**, as identified on the form. If the user charge for a single-family residence varies, depending on age, income, location,

etc., the number of single-family residences must be that of **all** the single-family residential customers.

Section 5. Certification of Information

The application must be signed and dated by:

- In the case of a municipal or other public facility, by either a ranking elected official or a principal executive officer.
- In the case of a corporation, by a responsible corporate officer.
- In the case of a partnership, by a general partner.
- In the case of a sole proprietorship, by the proprietor.

The Department will verify the information contained on the fee calculation form. If it determines that the permit holder has made an error, it will revise the information provided by the permit holder on the form and notify the facility of the change(s) made.

Please submit completed residential equivalent form **and** a copy of your current sewer rate schedule to:

Alex Tran
Department of Ecology
Water Quality Program
PO Box 47600
Olympia, WA 98504-7600

If you have any questions or need assistance filling out your fee calculation form, please call Alex Tran at 360.407.7330 or email at wqfee_unit@ecy.wa.gov.

You can fax the form to 360.407.7151 or email to wqfee_unit@ecy.wa.gov.