

FOR CITY USE ONLY:

COMPANY NAME: _____
 DATE RECEIVED: _____
 PERMIT #: _____

SAN JOSÉ-SANTA CLARA REGIONAL WASTEWATER FACILITY RECEIVING STATION USE PERMIT APPLICATION

www.sanjoseca.gov/septichaulers

As required by Title 9, Chapter 9.08 Part 9 of the San José Municipal Code this application is for a Receiving Station Use Permit to discharge **portable toilet wastewater and septic tank cleanings** in Receiving Station facilities at the San Jose-Santa Clara Regional Wastewater Facility.

Grease waste and hazardous wastes are not allowed under this permit. This permit is subject to compliance with all applicable provisions Chapter 15.14 of the Municipal Code of the City of San José.

The permit issued hereunder is personal to the applicant to whom it is issued and is not subject to transfer or assignment.

For questions about completing the application, visit www.sanjoseca.gov/septichaulers or call 408-945-3000

COMPANY INFORMATION

Legal Name of Business: _____

Doing Business As (if different from above): _____

BUSINESS ADDRESS (Street, City, State, Zip): _____

MAILING ADDRESS (Street, City, State, Zip): _____

Billing Email: _____

Invoices for septic discharge fees will be sent here

Phone: _____

PERMIT CONTACTS

Primary Contact

Name _____ Title _____

Email _____

Phone _____ Cell _____

Secondary Contact

Name _____ Title _____

Email _____

Phone _____ Cell _____

REQUIRED ATTACHMENTS

Faithful Performance Bond or Check Deposit Receipt for \$2500 Attached Already on file

Copy of Environmental Health Permits for all vehicles delivering septic waste Attached

List of drivers on a dated company letterhead or City's Driver List Template, to be allowed access to the receiving station Attached

Color Copies of Driver Licenses Attached

A completed Business Tax Certificate Application Attached

Business Tax Account ID: _____ Expiration Date: _____

INSURANCE [Insurance Reference Guide](#)

Certificate of Insurance (COI) Attached

Commercial General Liability Included
Coverage must include a Waiver of Subrogation Included
City of San Jose & City of San Jose shall be listed as additional insured Included

Automobile Liability Included
Coverage must include a Waiver of Subrogation Included
City of San Jose & City of San Jose shall be listed as additional insured Included

Workers' Compensation and Employer's Liability Included
Coverage must include a Waiver of Subrogation Included

Pollution Liability Included

CERTIFICATION STATEMENT:

Municipal Code requires that permit applications, and any other reports required by the Director shall be signed by an Executive Officer of the business filing the application. Such Executive Officer shall be at least of the level of Vice President, General Partner, President, or an individual responsible for the overall operation of the facility applying for the Permit or meet the Federal requirements for NPDES applications as contained in Title 40 of the Code of Federal Regulations

It is understood by me that all requirements of Chapter 9.08 Part 9 of the San José Municipal Code have been met and complied with as provided therein.

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine or imprisonment for knowing violations."

CERTIFIED BY:

Name *Email* *Title*

Signature *Date* *Phone* *Cell*

PREPARED BY:

Name *Email* *Title*

Signature *Date* *Phone* *Cell*

**COMPLETE, PRINT, AND SUBMIT THIS APPLICATION TO
THE CITY OF SAN JOSE AT THE ADDRESS BELOW:**

Environmental Services Department
Watershed Protection Division, Environmental Engineering
200 East Santa Clara Street, 7th Floor
San José, CA 95113