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**Town of Smithfield, Virginia  
Septic Tank Pump-Out Program  
Registration and Compliance Form**

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**Please provide the requested information on these two pages and return them to:  
Attn: Joseph Reish, Smithfield Department of Planning , Engineering and Public Works,  
310 Institute Street, PO Box 246, Smithfield, Virginia 23431.**

<p>Property Owner Name _____</p> <p>Mailing Address _____</p> <p>City, State, Zip Code _____</p> <p>Telephone Number: _____</p> <p>E-mail Address: _____</p> <p style="text-align: center;">Physical Address of Property with an On-site Septic System (if different from the above)</p> <p>Physical Address _____</p> <p>City, State, Zip Code _____</p>
<p>For Department of Planning, Engineering and Public Works only</p> <p>Tax Map Parcel No.    _____ - _____ - _____</p>

**Verification (Required):**

1. Is there a septic system located on your property? \_\_\_ Yes      \_\_\_ No  
**If the answer is NO, stop here, sign and date the form, and return it to the Town of Smithfield Department of Planning, Engineering and Public Works.**
  
2. Is there more than one septic system located on your property? \_\_\_ Yes      \_\_\_ No  
**If the answer is YES, make copies of this form and fill out one copy for each system. Additional copies of this form also can be obtained from the Town of Smithfield Department of Planning, Engineering and Public Works.**

Compliance (Required):

3. Date of most recent Septic Tank Pump-Out: \_\_\_\_\_

**Please attach a copy of the pump-out receipt or other acceptable documentation from the sewage handler who performed the pump-out.**

4. Has a septic tank effluent filter been installed?    \_\_\_ Yes        \_\_\_ No

**If the answer is YES, then provide a copy of an invoice or receipt from the contractor showing the date when the device was installed. Septic Tanks with effluent filters require pump-outs only once every seven (7) years.**

I certify that all information provided on these forms as requested by the Town of Smithfield is true and accurate to the best of my knowledge.

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date

***Request for Voluntary Information***

*(This portion is not required to be filled out by the homeowner.)*

The Town of Smithfield is trying to collect information to form a basis for future grant applications to reduce the costs of Septic Tank Pump-Outs, especially as pertains to low- and moderate-income households. The Town is requesting this information on a voluntary basis only. The intent is to try to provide assistance to those who may not be able to afford the cost of a Septic Tank Pump-Out.

1. Please check one of the boxes below to reflect the annual income range for your household.

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Less than \$10,000 | <input type="checkbox"/> \$35,000-\$39,999 | <input type="checkbox"/> \$65,000-\$69,999  |
| <input type="checkbox"/> \$10,000-\$14,999  | <input type="checkbox"/> \$40,000-\$44,999 | <input type="checkbox"/> \$70,000-\$74,999  |
| <input type="checkbox"/> \$15,000-\$19,999  | <input type="checkbox"/> \$45,000-\$49,999 | <input type="checkbox"/> \$75,000-\$79,999  |
| <input type="checkbox"/> \$20,000-\$24,999  | <input type="checkbox"/> \$50,000-\$54,999 | <input type="checkbox"/> \$80,000-\$84,999  |
| <input type="checkbox"/> \$25,000-\$29,999  | <input type="checkbox"/> \$55,000-\$59,999 | <input type="checkbox"/> \$85,000-\$89,999  |
| <input type="checkbox"/> \$30,000-\$34,999  | <input type="checkbox"/> \$60,000-\$64,999 | <input type="checkbox"/> More than \$90,000 |

2. Please fill in the blank for the number of people who live in your house: \_\_\_\_\_

**The DEADLINE for return (as postmarked) is October 22, 2008.**