

## Official Realty Inspection Procedure/Application For Private Sewage Systems

The follow procedure is now required for private realty sewage inspections:

- 1) The septic tank, distribution box and part of the leach filed must be exposed for inspections on properties with no sewage record on file.
- 2) The lid (s) of the septic tank and distribution box must be accessible and exposed PRIOR TO the inspection.
- 3) A dye test may be required. If the home in vacant during the time of the inspection, the WCHD reserves the right to require a dye test within thirty (30) days after the home becomes occupied.
- 4) Allow 3-5 working days for the basic septic report to be completed, faxed or mailed.
- 5) All septic systems must have an **Operational Permit** or purchase one. The cost is one hundred and fifty dollars (\$150.00) and is charged in addition to the realty inspection fee of four hundred dollars (\$400.00). The operational permit is valid for 5 years depending on the type of system and is a new mandated state requirement from the Ohio Department of Health.
- 6) Septic systems must meet the current code or be updated. If problems or missing components are found, the system will be required to be updated. This may require a permit, a maintenance/service contract and/or system replacement if necessary. Some minor updates (installing baffles, risers, replacing a deteriorated distribution box etc.) however, do not require a permit but all work must be re-inspected by this department prior to backfilling. This will allow us to generate a record or update our existing records.

### ADDITIONAL NOTES:

- It is not the practice of Wood County Health Department (WCHD) to conduct inspections or make appointments until payment for service is made. Please make sure payment accompanies the Septic Realty Inspection Application. Checks can be made payable to the: WCHD
- The homeowner or their agent/representative must be present at the time of the inspection and/or must give permission for a WCHD representative to perform the inspection on the property.
- Inspections will still be performed upon request and are not a requirement of the Ohio Department of Health Private Sewage Regulations.
- If a Public Health Nuisance (surfacing sewage, illegal off-lot discharge etc.) is noted during the time of the inspection, it will be required to be abated.
- By applying for this realty inspection, the owner must acknowledge and be aware of the fact that the required repairs/updates and/or system replacement may be required even if no sale of the house occurs.
- The indication in the inspection report that "no apparent malfunction was noted during the time of the inspection" constitutes neither express nor implied approval or assurance that the sewage system will operate in a satisfactory manner for any given period of time.
  
- **Inspection authorization must be owner/ legal power of attorney/owner's representative and/or purchaser (buyer)**

Signature of authorization \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

(Continued on back)

## Septic Realty Inspection Application

Address of Property to be Inspected: \_\_\_\_\_ Township: \_\_\_\_\_

Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Owner Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ E-mail: \_\_\_\_\_

All septic realty inspections will be \$400 plus \$150 operation permit. = **\$550 for septic only**

Who would you like results sent to?  Buyer  Realtor  Property Owner

Preferred method to receive inspection report:  E-Mail  Fax  Regular Mail

Buyer Information	Realtor Information
Name: _____	Name: _____
Address: _____	Address: _____
City: _____	City: _____
Phone: (____) _____	Phone: (____) _____
Fax: (____) _____	Fax: (____) _____
Email: _____	Email: _____

**The following information must be provided before the inspection report can be processed.**

House Occupied?  No  Yes      Electric on at the property?  No  Yes

Is there running water?  No  Yes      Year Septic Tank was last pumped: \_\_\_\_\_

### For Office Use Only

**Date:** \_\_\_/\_\_\_/\_\_\_    **Fees Received By:** \_\_\_\_\_    **Fee Amount Paid \$** \_\_\_\_\_    **Check#** \_\_\_\_\_    **Receipt#** \_\_\_\_\_

**Inspections Requested:**  Water only  Septic only  Both, Water & Septic    **Blue File:**  Yes/  No