



## Application Instructions

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1. **Permit Application Process:** Applicants proposing to discharge hauled septic tank waste, portable/chemical toilet waste, or grease removal device (GRD) waste to the Central Marin Sanitation Agency (CMSA) treatment plant shall complete and file with CMSA the following Hauled Liquid Waste Discharge Permit Application (Application) at least 5 days in advance of commencement of the proposed discharge. The Application shall include any applicable details and supporting documents and attachments required below.
2. **Permit Processing:** Permit applications require approximately 5 days for processing. CMSA will issue the final permit to the applicant on or before the effective date of the permit. An initial site inspection may be required by CMSA prior to permit issuance and commencement of discharge.
3. **Permit Terms and Conditions:**
  - Hauled Liquid Waste Discharge Permits will be issued for a period of 365 days.
  - Hauled liquid waste will only be accepted from locations within Marin County. The applicant will be required to abide by all provisions of the respective Liquid Waste Hauling Codes applicable to waste haulers in Marin County.
  - Hauled liquid waste discharge at the treatment plan is only authorized Monday through Friday, 8:00 a.m. to 4:00 p.m. Discharge to the storm drain system is strictly prohibited.



## Section I: Waste Hauler Information

### Company Information

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Company Phone: \_\_\_\_\_ After Hours Phone: \_\_\_\_\_

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

Billing Address: \_\_\_\_\_

Permit Contact: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Permit Contact Email: \_\_\_\_\_ Emergency Phone: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Emerg. Contact Email: \_\_\_\_\_ Emergency Phone: \_\_\_\_\_

California Dept. of Food & Agriculture Registration No.: \_\_\_\_\_

#### Attach Proof of Insurance certificates for:

- **Automobile Liability Insurance** – minimum \$1,000,000 per occurrence and combined single limit coverage for bodily injury and property damage.
- **General Liability Insurance** - minimum \$1,000,000 per occurrence and combined single limit coverage for bodily injury, personal injury and property damage.
- **Worker’s Compensation Insurance** – minimum \$1,000,000 per occurrence and combined single limit coverage for bodily injury or disease.



### Section II: Waste Hauling Information

List all counties served: \_\_\_\_\_

Average number of loads hauled in Marin County per week: \_\_\_\_\_

Average volume per load: \_\_\_\_\_ gallons

Does your company haul liquid wastes with chemical deodorants?  Yes  No

If yes, attach Safety Data Sheets (SDS) for all deodorants used.

Does your company discharge at facilities other than CMSA?  Yes  No

If yes, list all other facilities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Complete the following for all trucks that will be hauling liquid waste to CMSA:

Truck ID/License	Make/Model	Capacity (gallons)	Type of Waste <sup>1</sup>	Discharge Facility
Example: CA12345	Peterbilt 335	2,500	Septic Tank	CMSA

<sup>1</sup>Common waste types include agricultural, car wash, chemical toilet, chemical waste\*, drilling water, grease removal device waste, industrial waste, salt brine, septic tank, storm drain pump out waste, stormwater interceptor, used motor oil\*.

\*Not accepted at CMSA.



### Section III: Certification Statement

*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 and imprisonment for knowing violations.*

- I am an Authorized Representative as defined in (a)(1) below.
- I am an Authorized Representative as defined in (a)(2) below.
- I am an Authorized Representative as defined in (b) below.
- I am an Authorized Representative as defined in (c) below.
- I am the Duly Authorized Representative on record as defined in (d) below or as documented in the attached Designation of Authorized Representative form.

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Signature of Authorized or Duly Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_

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Name and Title of Signing Official (print or type) \_\_\_\_\_

*“Authorized Representative” means an authorized or duly authorized representative of the User as defined below:*

*(a) If the User is a corporation:*

*(1) The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or*

*(2) The manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for Discharge Permit requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.*

*(b) If the User is a partnership or sole proprietorship: a general partner or proprietor, respectively.*

*(c) If the User is a Federal, State, or local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.*

*(d) The individuals described in paragraphs (1) through (3), above, may designate a Duly Authorized Representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the organization, and the written authorization is submitted to the General Manager.*