

**City of Philadelphia
Philadelphia Water Department
Industrial Waste & Backflow Compliance**

Sewer Rental Factor Application Checklist

Company Information

Legal Name: _____ Facility Name: _____

Mailing Address: _____ Location: _____

Name of Owner: _____

Phone Number: _____

Fax Number: _____

Facility Contact (provide the name and title of a designated person to contact if additional information is necessary).

Name of Notary: _____

Date Signed: _____

Application **must** include all of the following items:

Application fee of \$1,150 enclosed (checks should be made out to “City of Philadelphia”)

All City Water Meters listed (used in plant processes as well as all others)

A guide to reading the numbers on your water meter can be found at

<https://www.phila.gov/documents/water-meter-diagram/>

All forms of water loss listed annually and in gallons

Any supporting documentation needed to verify 3 years of annual water loss analysis data (meter readings, calculations, etc.)

Copy of last water bill enclosed

This checklist must accompany the Sewer Rental Factor Application completed in its entirety.

Mail to: PWD – Industrial Waste & Backflow Compliance
1101 Market Street, 6th Floor
Philadelphia, PA 19107

SEWER RENTAL FACTOR APPLICATION

NAME		
LOCATION		
TYPE OF INDUSTRY	NO. OF EMPLOYEES	PLANT OPERATION
SEWER RENTAL CREDIT Sewer rental credit is effective from the submission date of the approved application		
Where possible, information below should include data for the previous three years and MUST show any year in which operational changes could have substantially altered the sewer rental factor.		
Be sure to complete fully all sections on ALL SHEETS of this form. If extra space is needed, attach additional sheets and number answers to conform with applicable sections.		
1. List all City Water Meters used in plant processes with meter size, and number, account number, and control day; show total use per year from each meter.		

SEWER RENTAL FACTOR APPLICATION

- 2. List all other City Water Meters not used in plant processes with meter size and number, account number, and control day.**

- 3. Specify the annual amount of water used in plant processes from artesian wells, river supply, or other sources other than city water supply and state method of disposal. Write "None" if city water is used exclusively.**

SEWER RENTAL FACTOR APPLICATION

ANALYSIS OF WATER LOSSES

Complete the following sections where pertinent to your claim. Be SURE to show ALL calculations.

1. AIR CONDITIONING EQUIPMENT

Specify make and model, tonnage, any bleed off (continuous, cycle, etc.), and consultant firm.

2. BOILER OPERATION

Specify make, model, quantity of boilers, operating pressure, percentage of make-up water, yearly fuel use, fuel type and grade, pressure in condensate receivers, and consultant firm.

Indicate use of steam atomizing burners or boiler tube soot blowing.

3. WATER IN PRODUCT

Specify annual amount of water consumed in manufacture process, as well as any water remaining in the product(s) leaving plant (i.e., absorption) that does not return to the sewer system. List each water-retaining product separately and give yearly production rates of each. Show all calculations.

SEWER RENTAL FACTOR APPLICATION

4. OTHER LOSSES

Specify annual amount of water lost in methods not pertaining to the plant process (i.e., surface evaporation, discharge to ground, etc.) Show all calculations.

5. Specify annual amount of water not discharged to city sewer. Show all calculations. (Detailed totals from Sections 1-4 must be included here.)

Sworn to and subscribed before me this day of _____, 20____.

NOTARY SEAL

SIGNED: _____
(NOTARY PUBLIC)

I do hereby subscribe that all of the attached statements made by me are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

COMPANY

SIGNATURE

TITLE

DATE