

Septic Tank Pump Out
Property Owner's Certification

Property Owner(s) Name: _____

Property Address or Description: _____

Tax Map #: _____ Parcel Account#: _____ STP#: _____

Please check the appropriate box, fill in the corresponding blank and provide the required supporting documentation:

Septic tank has been pumped out.

This property has a septic system that has been pumped out in the last 5 years.

Please provide:

- Date tank pumped out: _____
- Copy of receipt from the approved VDH septage handler verifying the tank was pumped out on the above noted date.

Septic tank has been inspected.

This property has a septic system that has been inspected and does not need to be pumped out.

Please provide:

- Date of inspection: _____
- Copy of documentation, certified by an operator or on-site soil evaluator licensed or certified under Section 54.1-2300 of the Code of Virginia as being qualified to operate, maintain or design on-site sewage systems, that the septic system was inspected on the above noted date, and that the septic system is functioning properly and the tank does not need to be pumped out.

Approved VDH plastic filter has been installed and inspected.

This property has a septic system that has an approved VDH plastic filter.

Please provide:

- Date of installation: _____
- Copy of receipt showing the VDH plastic filter was installed on the above noted date
- Date of inspection: _____
- Copy of documentation, certified by an operator or on-site soil evaluator licensed or certified under Section 54.1-2300 of the Code of Virginia as being qualified to operate, maintain or design on-site sewage systems, that the septic system was inspected on the above noted date, and that the septic system is functioning properly and the tank does not need to be pumped out

Septic system closed and property is now served by City sewer.

This property has a septic system that has been properly closed, and is now served by City sewer.

Please provide:

- Date septic system was closed and tank filled-in: _____
- Copy of most recent HRUBS sewer bill.

Property is served by City Sewer.

This property does not have a septic system and is served by City sewer.

Please provide:

- Copy of most recent HRUBS sewer bill.

Property is unimproved (vacant).

This property is unimproved and does not have a septic system and is not served by City sewer.

I certify that the information provided is correct and accurate.

Property Owner's Signature

Date

Property Owner's Name (Please Print)

Please return this form to:

Department of Planning and Community Development
Division of Planning
P. O. Box 1858
Suffolk, Virginia 23439

Send email submissions (scanned/signed copies) to: planningemail@suffolkva.us