

RE: NEW – SEWER SERVICE LICENSE AND/OR WATER SERVICE LICENSE

To Whom It May Concern:

The Codified Ordinances of the City of Fairfield, Chapters 921 and 925, reference requirements related to Water Service and Sewer Service Licenses. In summary, any person working on any part of the City's water distribution system (including domestic and/or fire service lines), or the sanitary sewer system (including new construction or repair of existing), or making a sewer service connection or repair, **must** obtain a license from the City of Fairfield.

The license may be issued to an individual or company. If a license is granted to a company, it shall be issued in the name of an individual who has met all Fairfield licensing requirements. All work **must** be performed under the direction of a licensed individual and in accordance with the City's Design, Construction, and Material Specifications Handbook (March 22, 2014). A copy of this handbook can be downloaded here: <http://www.fairfield-city.org/DocumentCenter/View/1975>

All license(s) are valid for only the year in which they were issued and must be renewed by January 1st of the following year. The following items are required for the issuance of a license(s):

- Submission of a completed application (please type or write legibly in ink) for each person to be licensed.
- A thirty-dollar (\$30.00) fee per license per person. **NOTE:** Sewer License and Water License are separate fees.
- A \$5,000.00 performance bond (original) per license. Bond(s) shall be issued for one (1) year and must be maintained for a full calendar year after all work has been completed.
- Liability insurance (\$100,000.00 minimum).
- Workers' Compensation coverage.

Required documents must be submitted to the City's Wastewater Division at the address listed below. License(s) shall be issued only after verification of all the above items. License(s) will be processed more expeditiously if **all** applicable information is submitted together. Failure to maintain any of the above items will result in license (s) cancellation.

If you have any questions regarding licensing, contact the Wastewater Division at 513-858-7760 or visit our website for more information. You can download copies of applicable forms here: <http://www.fairfield-city.org/265/forms-applications> .

Note: Any individual or company that would like to be listed as a backflow tester on the City's license holder list must include their Ohio Backflow Certification number on the application.

Sincerely,

CITY OF FAIRFIELD PUBLIC UTILITIES DEPARTMENT

Adam M. Sackenheim, Director

Attachments (3)

CITY OF FAIRFIELD, OHIO

APPLICATION FOR SEWER SERVICE LICENSE
AND WATER SERVICE LICENSE

NAME: _____

COMPANY NAME: _____

COMPANY ADDRESS: _____

EMAIL ADDRESS: _____

PHONE NUMBER: [] _____

FAX NUMBER: [] _____

LICENSE APPLIED FOR: [] Sewer Service [] Water Service

[] Backflow Certified (mark to be included on listing) Certification Number _____

I hereby make application for the license(s) as indicated above. The information presented here is correct and true to the best of my knowledge. I acknowledge that I have read and will comply with the City of Fairfield design, construction and materials specifications found in the Design, Construction and Materials Handbook adopted March 22, 2014.

Signature of Applicant

Date

DO NOT WRITE BELOW THIS LINE (For Office Use Only)

VERIFICATION INFORMATION:	EFFECTIVE DATE	EXPIRATION DATE
[] \$5,000 Performance Bond	_____	_____
[] \$100,000 Liability Insurance	_____	_____
[] Workers' Compensation	_____	_____

FEE INFORMATION:	RECEIPT NUMBER
FEE PAID:	
[] \$30.00 - Sewer Service License	_____
[] \$30.00 - Water Service License	_____

LICENSE INFORMATION:	DATE ISSUED	LICENSE NUMBER
Sewer Service License	_____	_____
Water Service License	_____	_____
Renewal: [] Yes		[] No

CITY OF FAIRFIELD, OHIO

PERFORMANCE BOND OF SEWER SERVICE

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned _____

_____, as Principal, and _____

_____, as Surety, are hereby firmly bound unto the City of Fairfield, Ohio, in the penal sum of Five Thousand Dollars (\$5,000.00) for the payment of which will and truly to be made, we hereby jointly and severally bind ourselves, our heirs, administrators, successors, and assigns.

Signed this _____ day of _____, _____.

The condition of the above obligation is such that whereas the above named Principal did, on the _____ day of _____, _____, make application to the Utilities Director, City of Fairfield, Ohio, to be licensed as a Sewer Servicer which application is made a part of this bond as though fully set forth herein:

Now, if the said _____ shall well and faithfully perform his duties as Sewer Servicer under the terms and conditions of his license and shall perform all works and make all installations of sewer services or mains and necessary and proper accessories thereto in conformity to law and regulation and save the City of Fairfield harmless from claims arising as a result of damage to any person, including, but not limited to the City of Fairfield, Ohio, or to the property owned by any such person by reason of sewer service installations or work directly related thereto; then this obligation shall be void; otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as stated herein.

The Surety hereby stipulates and agrees that no modification in the ordinances or regulations of the City of Fairfield, Ohio, with reference to Sewer Servicers, or installation of sewers made by Sewer Servicers shall in any effect the obligations of said Surety on its bond.

This bond shall be and remain in full force and effect for the period of the Sewer Servicer's License and one (1) calendar year thereafter; provided, however, that as to claims and damages, or either of them, arising during said later period as aforesaid, said bond shall remain in full force and effect until said claims and damages, or either of them, which have so arisen are fully and finally determined.

Principal

Surety

Bond Number: _____

CITY OF FAIRFIELD, OHIO
PERFORMANCE BOND
FOR AN INDIVIDUAL, FIRM OR CORPORATION
INVOLVED IN WATER SERVICE

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned _____

_____, as Principal, and _____

_____, as Surety, are hereby firmly bound unto the City of Fairfield, Ohio, in the penal sum of Five Thousand Dollars (\$5,000.00) for the payment of which will and truly to be made, we hereby jointly and severally bind ourselves, our heirs, administrators, successors, and assigns.

Signed this _____ day of _____, _____.

The condition of the above obligation is such that whereas the above named Principal did, on the _____ day of _____, _____, make application to the Utilities Director, City of Fairfield, Ohio, to be licensed as a Water Servicer which application is made a part of this bond as though fully set forth herein:

Now, if the said _____ shall well and faithfully perform his duties as Water Servicer under the terms and conditions of his license and shall perform all works and make all installations of water services or mains and necessary and proper accessories thereto in conformity to law and regulation and save the City of Fairfield harmless from claims arising as a result of damage to any person, including, but not limited to the City of Fairfield, Ohio, or to the property owned by any such person by reason of water service installations or work directly related thereto; then this obligation shall be void; otherwise the same shall remain in full force and effect; it being expressly understood and agreed that in no event exceed the penal amount of this obligation as stated herein.

The Surety hereby stipulates and agrees that no modification in the ordinances or regulations of the City of Fairfield, Ohio, with reference to Water Servicers, or installation of water services or mains made by Water Servicers shall in any effect the obligations of said Surety on its bond.

This bond shall be and remain in full force and effect for the period of the Water Servicer's License and one (1) calendar year thereafter; provided, however, that as to claims and damages, or either of them, arising during said later period as aforesaid, said bond shall remain in full force and effect until said claims and damages, or either of them, which have so arisen are fully and finally determined.

Principal

Surety

Bond Number: _____