



Application to Register a Holding Tank or Septic Tank Replacement
Onsite Wastewater Management Systems Regulation (MR 83/2003)
Flows less than 2,200 gallons per day - This form is in imperial units

Section 1: General Information

1(A) Property Owner and Property Information			
First name		Last name	
Company/organization			
Legal description (section, township, range/lot, block, plan/river lot)			Municipality
Civic address	City/town	Province	Postal code
Mailing address (if different than above)			
Home/business	Cell	Email	
Lot size (acres):		Lot dimensions (ft):	
This onsite wastewater management system will be installed by: Certified Installer Property owner			
1(B) Certified Installer Information			
First name		Last name	
Company name (if applicable)		Installer certificate no.	Certificate expiry date
Mailing address			
Home/business	Cell	Email	
1(C) Type of Registration			
New construction Modification Replacement Expansion For modification, replacement or expansion, please briefly describe the proposed work: _____			

This application is valid for a period of one year from the date that "Authorization to Proceed" is granted. If the information submitted is incomplete or incorrect, or if the supporting documentation and/or the site plan are of poor quality, the application may be delayed, returned or rejected.

Personal information is collected under the authority of The Environment Act and the Onsite Wastewater Management Systems Regulation (MR 83/2003) and will be used only for administration and enforcement purposes. Information collected is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act.

Section 2: Building/Facility Information

2(A) Type of Building/Facility	
Single family residence	Multiple family residence Number of units: _____ Seasonal cottage/RV
Total number of bedrooms: _____	
Commercial/industrial/institutional	Please describe (e.g., restaurant): _____
Number of customers/seats/beds/units: _____	
Recreational	Please describe (e.g., campground, lodge) : _____
No. of campsites/RV sites: _____	Seasonal Year-round
Work Camp	No. of Employees: _____ Duration of Operation (months/years): _____
2(B) Source of Drinking Water Supply	
Drilled well	Dug well Municipal water supply Cistern Surface water body

Section 3: Holding Tank/Septic Tank Specifications

3(A) Estimated Daily Sewage Flow	
Estimated daily sewage flow (gallons per day): _____	** See tables in Supplementary Information
** If flow monitoring data is being used to determine the estimated daily sewage flow, please attach flow monitoring data.	
3(B) Holding Tank/Septic Tank Details	
Tank construction material: Concrete	Fiberglass Polyethylene Other (please specify) _____
Septic tank	1 st compartment (gallons): _____ 2 nd compartment (gallons): _____
Holding tank	Total volume (gallons): _____
Is the tank CSA B66 Certified? Yes No	Make and model no.: _____
Are low flow water closets (less than one gallon per flush) to be used to service the building? Yes No	
GPS location of proposed septic/holding tank (if available) Latitude: _____	Longitude: _____
** The building perimeter drain (weeping tile) and sump pump are <u>not</u> to be connected to the holding tank or septic tank.	

Section 4: Setback Distances

Horizontal Set-Back Distances (in feet) [see Section 1(1)(e) of Schedule A in regulation MR 83/2003]		
Distance from holding/septic tank to:		
Nearest property boundary:	Residence/building:	Nearest well or cistern
Watercourse:	Cut/embankment:	Swimming pool:

Section 5: Registration Fees

Registration Fees	
Holding tank (B-20-1) \$50.00 + \$2.50 = \$52.50	<p>** Fees include registration fee + 5% GST</p> <p><i>Make cheque payable to Minister of Finance.</i></p> <p>GST registration no. R107863847</p>
Septic tank replacement (B-20-4) \$50.00 + \$2.50 = \$52.50	

Section 6: Applicant Declaration

Property owner's signature (required): _____	Date: _____
<p>Authorized representative: If you are a Certified Installer, or other authorized person acting on behalf of the property owner, you must sign below to certify that you are acting with the property owner's full consent:</p> <p>Date: _____</p> <p>Signature: _____</p> <p>Full name (please print clearly): _____</p> <p>I hereby certify that the information contained in this application is correct and that the onsite wastewater management system will be installed in accordance with the Onsite Wastewater Management Systems Regulation (MR 83/2003) and Supplementary Information (2010). I acknowledge that the installation cannot proceed until I have received "Authorization to Proceed" from an Environment Officer.</p>	

Environment Officer Authorization			
Registration reviewed and authorized to proceed by: _____	Date: _____	EO number: _____	
System inspected by: _____	Date: _____	Authorized to cover by: _____	Date: _____

For Internal Office Use Only			
Property is located in Nutrient Management Zone N4: <input type="checkbox"/> Yes <input type="checkbox"/> No		PAID:	
Property is located in the Red River Designated Area: <input type="checkbox"/> Yes <input type="checkbox"/> No		Date:	
Property is located in: Provincial Park <input type="checkbox"/> Crown land <input type="checkbox"/> Sensitive area <input type="checkbox"/>		Amount:	
Variance requested: Yes <input type="checkbox"/> No <input type="checkbox"/>		Rec'd By:	
Date variance approved: _____		MRO #:	
Is the property serviceable by a Municipal Wastewater Collection System? Yes <input type="checkbox"/> No <input type="checkbox"/>			
GPS Info	Septic/holding tank location	Lat: _____	Long: _____
Civil Address / Legal Description: _____			

