



City of Annapolis
Department of Public Works
 145 Gorman Street Fl 2
 Annapolis, MD 21401-2529

FOR CITY USE ONLY	
PERMIT #	_____
ISSUED	_____
EXPIRES	_____

Waste@annapolis.gov • 410-263-7949 • Fax 410-263-3322 • TDD use MD Relay or 711 • www.annapolis.gov

**Wastewater Discharge Pretreatment Application
 Non-Residential: Laundry Establishment**

Annapolis City Code [Chapter 16.16 Article II](#) regulates the discharge of wastewater to the City's Sanitary Sewer System. All users that discharge into the City's Sanitary Sewer System are required to complete the appropriate forms. If you are deemed to be a non-residential user, the information requested in this application will be used to determine the wastewater discharge permit requirements.

Directions

Complete the entire application. All required attachments shall be submitted with the application in order for the application to be considered complete. Incomplete or unsigned forms will be returned.

Mail the completed application to the office address above. Should you require assistance in completing this form, please call 410-263-7949.

I. General Information

Company name _____

Division name, if applicable _____

Facility address _____

Mailing address _____

Facility Representative

Name _____ Phone _____

Title _____ Fax _____

E-mail _____

Name of signing official _____

Title _____

Check one: Existing Wastewater Discharge
 Proposed Wastewater Discharge Anticipated date _____

II. Operation Information

	Start	Stop	24 Hours	Closed
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

III. Process Information

1. Is dry cleaning performed at this facility? Yes No
2. Dry cleaning process: Check all that apply, include copies of any contracts/agreements.

Solvents Used	Self-contained or Waste Generated	Sludge Generated	Contracted Disposal Company

3. List type of dry cleaning machines:

4. Who services the dry cleaning equipment?

Name _____ Phone _____
 Title _____ Fax _____
 E-mail _____

5. Laundry process

Type of Equipment	Solvents/Chemicals Used	Wastes Generated	Method of Disposal

6. Do washers and dryers contain lint traps? Yes No

7. Indicate types of dry cleaning and laundry done at this facility:

Automotive rags Rugs/mats
 Printers rags Uniforms
 Residential laundry Other (explain): _____

8. Is the equipment at this facility: coin-operated manned

9. Describe the location of the 4" sewer cleanout which represents the discharge from your facility.

IV. Storage Tank Information

1. Are there any under or above ground storage tanks on this site? Yes No
a. If yes, indicate size: _____
2. List materials stored in tanks:

CERTIFICATION

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and attachment, and that based on my inquiry of those individuals immediately responsible for obtaining the information herein, I believe that the submitted information is true, accurate, and complete.

Print Name _____ Title _____

Signature of Owner of Authorized Owner's Representative Date _____

Attachment reminder

Be sure to submit the following attachments to complete your application:

- Application Fee & Annual Fee for renewal permits. An invoice will be mailed upon application review for new facilities or facilities with new owners.
- Material Safety Data Sheet (MSDS) for all enzymes, bacteria or chemicals used to clean traps, floor drains or sewer lines. (MSDS are available from the manufacturer or sales representative).
- Please note that your completed application and all attachments will become a part of your permit. Make sure to keep copies.