



The City of New York  
 Department of Environmental Protection  
 Bureau of Customer Services

<b>Application for Wastewater Allowance</b> (Do Not Use for Evaporative Cooling Towers) <b>PLEASE PRINT OR TYPE ALL INFORMATION</b>		
Property Address:		
Borough:	Block:	Lot:
Type of Business:		
Water/Sewer Account Number:		
Owner/Authorized Agent Name (Attach Authorization Letter):		
Owner/Authorized Agent Address (if different than Property Address):		
Daytime Phone Number:		Fax Number:

I recognize that, if eligible, I will receive a sewer allowance as set forth in Part III, Section 6 of the New York City Water Board Water and Wastewater Rate Schedule, for a period of two years from the date of DEP approval. I have attached all required documents, as described in Part III Section 6, to this application form. I have also attached a description of the use of the process water.

\_\_\_\_\_  
 Owner/Authorized Agent's Signature

\_\_\_\_\_  
 Owner/Authorized Agent Name (Print)

Date \_\_\_\_\_

- I am applying for **a standard wastewater allowance (Rate Schedule Part III, Section 6)**
- I am applying for **an exception to a standard wastewater allowance**

Note: DEP may reject any Application which, at the time of filing, is missing one or more items of information or documentation that is required in order to make the Application a Completed Application.

Please return this application and all supporting documentation to the BCS office in your Borough:

Manhattan: 1250 Broadway (32nd Street), 8th Floor 10001  
 Bronx: 1932 Arthur Avenue, 6th Floor, Bronx 10457  
 Brooklyn: 250 Livingston Street, 8th Floor, Brooklyn 11201  
 Queens: 96-05 Horace Harding Expressway, 1st Floor, Corona, NY 11368  
 Staten Island: 60 Bay Street, 6th Floor, Staten Island 1030

**Checklist for DEP Use Only:**

Is property metered?

- Yes                       No - Reject Application as Unqualified

Copy of "licenses required for business operation" attached?

- Yes                       No - Reject Application as Incomplete

Is the property delinquent on water/sewer charges or property taxes?

- Yes - Reject               No

Has the applicant attached a brief description of what the water is used for to assist in identifying which allowance they are requesting?

- Yes                       No - Reject Application as Incomplete

Is the applicant requesting an exception to one of the standard wastewater allowances?

- Requesting standard allowance - process locally
- Requesting exception - forward to Bureau Engineer (Maria Petkanas, P.E.)