

**Ohio Department of Health  
2015 Private Water Systems  
Property Owner Application for Registration**

Property Owner Name

Property Owner Mailing Address

PO Box

City

State

Zip

County

Property Owner Email

Phone

Fax

Address of Property On Which Work Is Being Done, if different than Property Owner Address listed above

City

State

Zip

County: Important Information

Are you a homeowner working only on private water systems located on property you own?  Yes  No  
If "No," stop and complete the 2015 Annual Private Water systems Contractor Application for Registration.

**Registrant Categories of Work** (please check all that apply to your business, must check at least one)

**System on which you are working:**

Well  Pond  Spring  Cistern  Hauled Water Storage Tank

**Type of Well Drilling method, if you are drilling a well:**

Cable Tool  Rotary  Bucket Auger  Point Well

**Type of work you are doing:**

Construction  Sealing/ Abandonment  Installation of a Disinfection system  
 Installation of a Pump/Distribution system  Installation of a Water Treatment/Continuous Disinfection system

NOTE: The term "construction" includes any aspect of the work being done to establish a well, pond, spring, cistern or hauled water storage tank as a source of potable water, and includes installation of a pitless adapter on a well casing.

**The applicant for registration as a private water systems contractor agrees to the following terms and conditions of registration:**

1. I/we, have read and reviewed Chapter 3701-28 of Ohio Administrative Code and understand the provisions contained therein.
2. I/we, the undersigned, hereby agree to comply with the state private water system rules, Chapter 3701-28 of the Ohio Administrative Code.
3. I/we, assert that I/we have adequate experience and knowledge to comply with the requirements Chapter 3701-28 of the Ohio Administrative Code.
4. I/we, assert that I/we are not using this registration application to aid or abet an unregistered person to evade the requirements of registration under section 3701.344 of the Ohio Revised Code, that I/we will not allow this registration to be used by an unregistered person, or am acting as an agent, partner, or associate of an unregistered person with the intent to evade the provisions of Chapter 3701-28 of the Ohio Administrative Code.
5. I/we, also acknowledge that registration may be suspended, revoked or denied for violation of any provisions of these rules.
6. I/we attest that this registration is requested for work on the private water system for my primary residence.

**This registration expires on December 31, 2015.**

I hereby certify that the information provided is true and accurate.

**Signature of Property Owner (required):**

**Date signed:**

## Fee Variance Request

Ohio Administrative Code (OAC) rule 3701-28-18 (A)(2) requires owners of a primary or secondary property, or property rentals in which they do not reside, or owners, altering or sealing water wells for their dwelling house to obtain a registration to perform work. OAC rule 3701-28-18 (B)(1)(a) requires a \$250 registration fee (payable by check or money order to "Treasurer, State of Ohio") for registration as a Private Water Systems contractor.

I am the owner (designee/ responsible party) of the property identified as the "Property On Which Work Is Being Done" on the face of this document and respectfully request a reduction of the required fee from \$250.00 to \$50.00 because I am constructing, altering, or sealing (circle applicable action) the private water system on my personal property. The term "constructing" includes any aspect of the work being done to establish a well, pond, spring, cistern or hauled water storage tank as a source of potable water, including installation of a pitless adapter on a well casing.

In anticipation of a favorable response to this request submitted under the provisions of OAC rule 3701-29-19, which permits the Private Water Systems program to consider and grant variances, I agree to become registered as a Private Water Systems Contractor for a fee of fifty dollars (\$50.00) for the purpose of performing the work on the private water system. I understand my registration is limited to a one-time registration for the tasks I wish to perform on my private water system.

**Checks for the \$50 registration fee should be made payable to "Treasurer, State of Ohio."**

**Signature of Property Owner (required):**

**Date signed:**

## Bond Variance Request

Ohio Administrative Code (OAC) rule 3701-28-18 (A)(2) exempts owners of a primary or secondary property, or property rentals in which they do not reside, or owners, **altering or sealing water wells** for their dwelling house from bonding requirements. OAC rule 3701-28-18 (B)(1)(b), however, require Private Water Systems contractors to submit a \$20,000 bond in order to register.

I am the owner (designee/ responsible party) of the property identified as the "Property On Which Work Is Being Done" on the face of this document and respectfully request a variance from the bond requirement because I am **constructing**, a private water system on my personal property. The term "constructing" includes any aspect of the work being done to establish a well, pond, spring, cistern or hauled water storage tank as a source of potable water, including installation of a pitless adapter on a well casing. Property owners drilling their own well are required to obtain a \$20,000 bond.

In anticipation of a favorable response to this request submitted under the provisions of OAC rule 3701-29-19, which permits the Private Water Systems program to consider and grant variances, I agree to become registered as a Private Water Systems Contractor for the purpose of performing the work on the private water system. I understand my registration is limited to a one-time registration for the tasks I wish to perform on my private water system.

**Signature of Property Owner (required):**

**Date signed:**

**Mail completed applications and a check or money order made payable to "Treasurer, State of Ohio" for the \$50 fee to:**

Ohio Department of Health  
BEH Private Water Systems  
P.O. Box 15278  
Columbus, Ohio 43215-0278

**Contact the Residential Water and Sewage Program at (614)644-7558 or email it at BEH@odh.ohio.gov.**

**NOTE: Applications will be acknowledged after they are received and processed. Acknowledgements will be sent via email, if an email address has been provided, otherwise acknowledgements will be sent via the United States Postal System. The counties in which the "Property On Which Work Is Being Done" is located will be copied on the Property Owner Registration acknowledgement.**

Forms, instructions and more information are posted at the program website at:  
<http://www.odh.ohio.gov/odhprograms/eh/water/PrivateWaterSystems/main.aspx>.