



(505)898-2017
(505)898-2561- fax
P.O Box 45983
Rio Rancho NM 87174
NM License 354182

THE FOLLOWING INFORMATION IS NEEDED IN ORDER TO SUBMIT FOR A LIQUID WASTE PERMIT WITH BCEHD.

- A copy of your Warranty Deed, and a copy of your tax bill (to show ownership)
- Complete Site Address: _____
- UPC# (shown on your tax bill) _____
- Zone Atlas Page: _____
- Legal Description: _____
- Lot Size: _____
- Water Source-If well- **MUST** have well permit number: _____
- Property Owner's Name, Mailing Address, Phone #(s) & E-mail address: _____
- _____
- _____
- A copy of the floor plan (include all rooms)
- Number of Bedrooms: _____
- Management Plan. Liquid Waste Application and Assignment of Authority signed by HOMEOWNER or the builder acting as their agent- This is provided by Rio Grande Septic Systems
- \$500.00 check made payable to: Rio Grande Septic Systems

New Construction- EVERYTHING ABOVE IS REQUIRED IN ADDTION TO THE FOLLOWING:

- Builders Name, Mailing Address & Phone #(s) _____
- _____
- _____
- One copy of Grading & Drainage Plan with the well, septic system, AND neighboring well locations. If a G&D was not done please submit two copies of the site plan and a letter from the Public Works Department stating the Grading& Drainage Plan for this lot was waived, PLEASE NOTE THAT THE SITE PLAN AND/OR G&D MUST HAVE A SCALE OF 1" EQUALS 20'.
- The septic tank, drain field, and well must be staked on the property prior to permitting. The lot must also be clearly identified with the address posted at the front of the lot. If Bernalillo county has to make more than one site Visit because the lot was not marked and the septic was not staked, they will charge \$20.00 for every site visit.
- Note: Bernalillo County Environmental Health Department will NOT accept incomplete applications. Rio Grande Septic Systems needs a minimum of 3 days to process and deliver applications. Bernalillo County THEN has TEN WORKING DAYS to approve it.

Signature _____ Date: _____

You may e mail paperwork to either: Jennifer@riograndeseptic.com or Shawn@riograndeseptic.com
You may also fax or mail to address above