

**TOWN OF CARY
UTILITIES DEPARTMENT
PROCESS WASTEWATER SURVEY
SHORT FORM**

This form has been sent to your business to determine types and sources of wastewater that are entering the Town of Cary's wastewater treatment facilities. This form must be completed in accordance with section 36-175 of the Town of Cary Sewer Use Ordinance. The Sewer Use Ordinance can be examined during normal business at the Town of Cary Utilities Department office or by visiting <http://www.townofcary.org> and searching "SUO". Chapter 36 pertains to Utilities. If you have any question or concerns while completing the form please contact the Town's Pretreatment Division at (919) 319-4564.

Business Name _____

Street Address _____

Mailing Address _____

City/State/Zip Code _____

Telephone: _____ Fax: _____ E-mail: _____

Number of Employees: _____

North American Industry Classification System (NAICS) Code(s) that apply to your business:

_____, _____, _____

For help in locating your NAICS Code, information can be found at www.census.gov/cgi-bin/sssd/naics/naicsrch?chart=2007

Briefly describe your business operation(s) including products produced/manufactured or services performed: _____

List of raw materials and additives used: _____

Do you have any underground storage tanks at you facility? If so, please list contents and volumes of each tank: _____

Do you have any above ground storage tanks at your facility? If so, please list contents and volume for each tank. Please list spill prevention or containment devices such as dikes or berms and procedures for draining any accumulated contents within the containment devices:

Survey continued on reverse side of page

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Please list all water uses and **approximate** volumes used in gallons per day for each use, including facility wash down water.

Water Use	Volume Used (gallons per day)	Measured (M) or Estimated (E) Volume	Indicate where discharged? <small>(ex: Sanitary sewer, stormwater, contracted disposal, etc.)</small>
Process: (ie. any operation that generates non-domestic wastewater or water that is placed into a product.) can include: <ul style="list-style-type: none"> • Water into product => • Facility/product wash down => • Equipment wash down => • Other: _____ => 			
Process Volume Total: =>			
Non- Process: can include: <ul style="list-style-type: none"> • Cooling tower(s) => • Boiler => • HVAC => • Stacks, laboratory hoods w/ scrubbers => • Other: _____ => 			
Non- Process Volume Total: =>			
Domestic: can include: <ul style="list-style-type: none"> • Bathrooms => • Kitchenettes/Cafeteria => <small>(if no actual measurement available for domestic volume use, estimate 25 gallons per day per employee)</small>			
Domestic Volume Total: =>			
Total Water Use:(add above columns) =>			

The Town of Cary Sewer Use Ordinance requires that an Authorized Representative of the User sign all reports to the Sewer Authority. Authorized Representative is defined as a Person responsible for Principle Business decisions or other policy decisions for the facility.

To the Best of my knowledge the information on this form is true and accurate,

Name (Print): _____

Signature: _____ Date: _____

Title _____

Return this form within 30 days or as specified in the accompanying cover letter to:

Town of Cary - Attn. Pretreatment Division, P.O. Box 8005, Cary, NC 27512-8005.

Failure to return this form is enforceable in accordance with the Town of Cary Sewer Use Ordinance and may result in a facility site inspection.