

## **Checklist for submitting Auxiliary Sewer Meter Applications** Register Business with MSD Industrial Waste Section General Business Information – Signature Required Is the General Business Information form signed by a Duly Authorized Representative? Did you fill out Application completely? Application for Auxiliary Sewerage Meter (S-Meter) Addendum One Application for Each Proposed Meter Did you include a drawing of the proposed installation? Did you include your sewerage billing account number? Is the meter installed no higher than five feet above floor level? INCOMPLETE APPLICATIONS WILL DELAY THE APPROVAL PROCESS Please direct questions to Compliance Services Division @ (513) 557-7000. Please fill out the Forms General Business Information and Application for Auxiliary Sewerage Meter (S-Meter) Addendum completely. Mail completed applications to: Compliance Services Division Metropolitan Sewer District of Greater Cincinnati 1600 Gest Street Cincinnati, Ohio 45204 General information and our Rules & Regulations are available at the following links: FAQs & Rules & Regs You will be notified when your application is reviewed and approved or not approved. Please do not proceed any further until your application is approved. Thank you!