One-Time Discharge Authorization Request Form

Businesses or individuals may request to discharge industrial waste to the sanitary sewer as a one-time discharge, if the wastewater meets King County Local Discharge Limits and conditions, without having to apply for a waste discharge permit, a process that requires a full permit application and oversight from the King County Industrial Waste Program (KCIW).

Use this form to apply for only a one-time, short duration, waste discharge approval from KCIW. King County may require that you complete the full permit application depending on the information provided on this one-time discharge authorization request form.

**“Industrial waste”** is defined as any liquid, solid, or gaseous substance, or combination thereof, resulting from any process of industry, government agency, manufacturing, commercial food processing, business, agriculture, trade or research, including, but not limited to, the development, recovery or processing of natural resources, leachate from landfills or other disposal sites, decant water, contaminated non-process water, and contaminated stormwater and groundwater.

**Email your signed form to KCIW at** [**info.KCIW@kingcounty.gov**](mailto:info.KCIW@kingcounty.gov)**.**

Requested Information

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Business name |  | | | |
| Facility name |  | | | |
| Physical location (address, city, and zip code) |  | | | |
|  | **Primary/Site Contact** | | **Corporate Contact** | |
| Name |  | |  | |
| Title |  | |  | |
| Company |  | |  | |
| Mailing address |  | |  | |
| City/state/zip code |  | |  | |
| Office phone no. |  | |  | |
| Cell phone no. |  | |  | |
| Email address |  | |  | |
| **NOTE: Use attachments, if necessary, to provide the following information.** | | | | |
| Brief description of the nature of the business generating the waste |  | | | |
| Start date of this one-time discharge |  | End date of this one-time discharge | |  |
| What is the estimated or actual volume of wastewater to be discharged? |  | | | |
| What industrial activity generated this wastewater? |  | | | |
| Is this one-time discharge request expected to be made again in the future? | Yes  No  If “Yes,” please describe: | | | |
| What are the pollutants of concern expected to be present in the wastewater? |  | | | |
| Do you have analytical sample results representative of the wastewater to be discharged? | Yes  No  If “Yes,” include the lab results with this request form.  If “No,” please note that KCIW may require that results from representative sample(s) be submitted upon review of this application. | | | |
| Do you intend to pretreat the wastewater before discharging to the sewer? | Yes  No  If “Yes,” please describe: | | | |
| Is the wastewater known or expected to have high organic or suspended solids content, such as food waste? | Yes  No  If “Yes,” please provide five-day biochemical oxygen demand (BOD-5) and total suspended solids (TSS) analytical results from a Washington State accredited laboratory so that KCIW can evaluate extra strength surcharge fees. | | | |
| Does this business have an existing discharge authorization with KCIW? | Yes  No  If “Yes,” please provide the Authorization/Permit No.: | | | |
| If you answered “Yes” to the above question, is this requested discharge already an approved discharge or is it different than what is in your current authorization? | If different than what is in your current authorization, please provide details regarding the nature of your proposed discharge: | | | |
| Where will the wastewater discharge occur? | A KCIW-approved, existing discharge point/sample site  Provide Sample Site No.:  New discharge point/sample site\*  Provide detailed description:  \*For a new discharge point that connects directly to a public sewer, you must receive approval from the local sewer agency (LSA). A list of local sewer agencies is available [here](https://kingcounty.gov/depts/dnrp/wtd/about/sewer-agencies.aspx).  If the proposed discharge will go directly to a King County sewer line or maintenance hole, you will need to get approval from the [King County Local Public Agency (LPA) Program](https://kingcounty.gov/services/environment/wastewater/local-public-agency.aspx) (email address: [lpa.team@kingcounty.gov](mailto:lpa.team@kingcounty.gov)) to use the facility for the discharge. Note that direct discharge to a King County sewer line should be viewed as a last resort option, when access to a private connection or a LSA sewer infrastructure is not feasible.  **Include the communication/approvals from the LSA or the LPA team with this request form.** | | | |

Required Signature

King County Code 28.82.050 requires a signature from an “authorized representative” on all wastewater discharge application forms and reports. An authorized representative is responsible for the accuracy of the information provided. Detailed information about signature requirements and definition of authorized representative is available [here](https://kingcounty.gov/en/dept/dnrp/waste-services/wastewater-treatment/sewer-system-services/industrial-waste/forms-fees-resources/signature-requirements).

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| --- | --- | --- |
| *I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of a fine and imprisonment for knowing violations.* | | |
|  |  |  |
| Name |  | Street Address |
|  |  |  |
| Title |  | City, State, and Zip Code |
|  |  |  |
| Company Name |  | Email |
|  |  |  |
| Phone |  | Signature |
|  |  |  |
| Cell Phone (optional) |  | Date |