



ERIE COUNTY DIVISION OF SEWERAGE MANAGEMENT

SEWER CONNECTION PERMITS PROCEDURE

“DID YOU REMEMBER TO...?” CHECKLIST

DID YOU REMEMBER TO...?

- Complete all appropriate fields on the Application Form?
- Check the appropriate box for the Regional Office that services the District where the Sewer work is being done?
- Check the boxes for Building Type and Permit Type?
- Include a property address and an SBL number for the property where the work is being done?
- Include a phone number where you can be contacted if there are any problems or questions that need to be answered?
- Sign the completed Permit Application?**
- Check the Permit & Inspection Fee Schedule and attach a signed check or money order for the correct amount? Checks/money orders should be made payable to **Erie County Comptroller**. If you are paying by credit card, readers are located at each Region office to process your payment.
- Review the Proof of Workers' Compensation Insurance Rules, and attach the appropriate insurance (CE-200, C-105.2, U-26.3, SI-12)? Please request that the “Policy Holder” is **Erie County Sewer Districts 1, 2, 3, 4, 5, 6, and 8**.