

VAN BUREN/CASS COUNTY DISTRICT PUBLIC HEALTH DEPARTMENT

Instructions for filing a request for Water and/or Sewage Evaluation:

Please note the Environmental Health Division of Van Buren County does not mandate this evaluation be performed on the home which you are buying or selling. However, this service is provided by skilled, trained Environmental Health personnel as a service to all residents of Van Buren County wanting to know about the well and/or sewage disposal system on the property in question, as to its workability and if either system meets current health codes.

This evaluation is not intended to serve as an approval or disapproval of either the well and/or the sewage disposal system but is an indication of conditions present at the time of the evaluation.

1. Provide all requested information on the form.
2. **Submit the fee along with the completed application.** Applications received by fax or without the proper fee will **not** be processed.
3. **Circle the service needed:** Water & Sewage, Water only, Sewage only.
4. All water samples collected at your home will be sent to the State of Michigan lab for water analysis. Currently, processing of results will take approximately **THREE WORKING** days from the day of mailing. Sanitarians will schedule to inspect the home on a Monday, Tuesday or Wednesday.
5. If you prefer your water analysis to be processed by a private lab, please arrange that with the Public Health Sanitarian doing the evaluation, or state on the application form the lab of your choice. Although the analysis is to be processed by a private lab, our department shall draw the water sample. Delivery of the samples shall be made by Buyer or Seller's agent. Fee is the same if you chose a private lab. Please do not submit the private lab's fee to this department.
6. When doing the septic evaluation it is only necessary for the **Septic Tank Lid** to be uncovered. We would also ask that you not pump the septic tank prior to this department's evaluation.
7. The Acknowledgment on the application form asks for both Seller and Purchaser signatures. It is the policy of Van Buren County not to release the completed water and sewage certification without both signatures provided on the request form if there is a buyer.
8. The Environmental Health personnel request that you contact this office between the hours of 8:30 – 10:00 a.m. to schedule your appointment with your sanitarian. Normally public health sanitarians can be reached in the office between 8:30 - 10:30 a.m., Monday through Friday, and then leave to do field work. **NOTE: Environmental Health Divisional Secretary does not make appointments for the Sanitarians.**
9. Van Buren County does not have a key box policy. Services will only be performed when owner and/or agent are present at the home.
10. **Please submit** the Home Owner(s) Questionnaire along with the request so that a **record search** can be performed on the existing sewage system.