

Bernalillo County  
 Natural Resource Services  
 111 Union Square SE, Suite 100  
 Albuquerque, NM 87102  
 Phone (505) 314-0375  
 Fax (505) 462-9833



<b>Office use only</b>	
NRCO	_____
Reviewed by	_____
Date	_____

## Wastewater Operator Change of Ownership Permit

**Current Property Owner**     **Future Property Owner** (Date of expected closing \_\_\_\_\_)

Full Name \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email \_\_\_\_\_

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**Location**

Site Address \_\_\_\_\_

Legal Description \_\_\_\_\_

UPC \_\_\_\_\_ Pin# \_\_\_\_\_

Zone Atlas Page \_\_\_\_\_ Lot Size \_\_\_\_\_ Zoning Designation \_\_\_\_\_

Number of bedrooms in dwelling \_\_\_\_\_ Is the dwelling unoccupied (if yes, how long)? \_\_\_\_\_

Number of persons occupying the dwelling: Currently \_\_\_\_\_ Anticipated \_\_\_\_\_

Original Septic System (yes or no) \_\_\_\_\_ Is there regular trash pickup (yes or no) \_\_\_\_\_

Date of system installation \_\_\_\_\_ Date of last pumping \_\_\_\_\_

Has there ever been a backup in the house?     Yes     No     Don't know

List any system repairs \_\_\_\_\_

Has another company evaluated the system recently?     Yes     No

If so, did it pass inspection?     Passed inspection     Failed inspection

County Wastewater Permit Number: \_\_\_\_\_

Are there other wastewater sources on the property? \_\_\_\_\_

Is this evaluation part of a real estate transaction?     Yes     No     Other \_\_\_\_\_

**Note:** An operating permit will be issued to the owner listed on this page of the application. The purchaser of the property must submit this application with their information within 30 days of closing to obtain an operator permit.

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**Source of Water**

Individual or Shared Well      County Well Permit Number \_\_\_\_\_

Public Water Supply              Public Water Name and Acct. # \_\_\_\_\_

Hauled Water                        Hauling Water Co. Name \_\_\_\_\_

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The foregoing information and the attached documentation are true and correct to the best of my knowledge.

Owner's Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Owner's Signature \_\_\_\_\_

# Management Plan

## How Often to Pump a Septic Tank

Regular pumping of a septic tank will extend the life of your wastewater system and protect your drainfield. The table below provides recommendations for approximately how often you should have your septic tank pumped. For example, a 1,000 gallon septic tank, which is used by two people, should be pumped every 6 years. If there are eight people using a 1,000-gallon septic tank, it should be pumped every year. It is also a good idea to have the tank pumped just before a large gathering of people.

### *Estimated Minimum Septic Pumping Frequencies in Years*

Tank Size Gals.	Number of persons in household						
	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>
1000 <input type="checkbox"/>	12 yrs. <input type="checkbox"/>	6 yrs. <input type="checkbox"/>	4 yrs. <input type="checkbox"/>	3 yrs. <input type="checkbox"/>	2 yrs. <input type="checkbox"/>	1 yr. <input type="checkbox"/>	1 yr. <input type="checkbox"/>
1250 <input type="checkbox"/>	16 yrs. <input type="checkbox"/>	7 yrs. <input type="checkbox"/>	5 yrs. <input type="checkbox"/>	3 yrs. <input type="checkbox"/>	3 yrs. <input type="checkbox"/>	2 yrs. <input type="checkbox"/>	2 yrs. <input type="checkbox"/>
1500 <input type="checkbox"/>	19 yrs. <input type="checkbox"/>	9 yrs. <input type="checkbox"/>	6 yrs. <input type="checkbox"/>	4 yrs. <input type="checkbox"/>	3 yrs. <input type="checkbox"/>	3 yrs. <input type="checkbox"/>	2 yrs. <input type="checkbox"/>
1750 <input type="checkbox"/>	22 yrs. <input type="checkbox"/>	11 yrs. <input type="checkbox"/>	7 yrs. <input type="checkbox"/>	5 yrs. <input type="checkbox"/>	4 yrs. <input type="checkbox"/>	3 yrs. <input type="checkbox"/>	3 yrs. <input type="checkbox"/>
2000 <input type="checkbox"/>	25 yrs. <input type="checkbox"/>	12 yrs. <input type="checkbox"/>	8 yrs. <input type="checkbox"/>	6 yrs. <input type="checkbox"/>	4 yrs. <input type="checkbox"/>	4 yrs. <input type="checkbox"/>	3 yrs. <input type="checkbox"/>
2250 <input type="checkbox"/>	27 yrs. <input type="checkbox"/>	14 yrs. <input type="checkbox"/>	9 yrs. <input type="checkbox"/>	7 yrs. <input type="checkbox"/>	5 yrs. <input type="checkbox"/>	4 yrs. <input type="checkbox"/>	3 yrs. <input type="checkbox"/>
2500 <input type="checkbox"/>	32 yrs. <input type="checkbox"/>	16 yrs. <input type="checkbox"/>	10 yrs. <input type="checkbox"/>	7 yrs. <input type="checkbox"/>	5 yrs. <input type="checkbox"/>	5 yrs. <input type="checkbox"/>	4 yrs. <input type="checkbox"/>

Adapted from work by Karen Mancl, Ohio State University Extension

\_\_\_\_\_ agrees to have the  
(print applicant name)

septic tank located at \_\_\_\_\_  
(print address)

pumped at a minimum of once every \_\_\_\_\_ years according to the above Estimated Minimum Septic Pumping Frequencies in Years table, and will provide receipts to:

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Albuquerque, NM 87102  
Phone: (505) 314-0375  
Fax: (505) 462-9833

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

This form is incomplete unless the applicant's name is stated, the site address is stated, the minimum pumping frequency is stated, the form is signed and the date of the signature is written.