

LAKEHAVEN UTILITY DISTRICT
31627 – 1st Ave South * PO Box 4249 * Federal Way, WA 98063-4249

APPLICATION TO BECOME AN AUTHORIZED SEWER SERVICE CONTRACTOR

1. APPLICANT:

Business Name: _____

Owner Name: _____

Address: _____

Business Phone: _____

Mobile Phone: _____

E-Mail Address: _____

State Registration No: _____

2. REFERENCES:

List cities, towns and other sewer districts for which you are licensed or authorized to do work. Please include contact names and phone numbers of inspectors who are familiar with your workmanship.

City/District: _____

Name: _____ Phone No: _____

City/District: _____

Name: _____ Phone No: _____

City/District: _____

Name: _____ Phone No: _____

City/District: _____

Name: _____ Phone No: _____

3. AGREEMENT:

Applicant agrees to comply with all resolutions, specifications, and requirements of Lakehaven Utility District.

Authorized Signature: _____

Name (please print): _____

Date: _____

INITIAL AUTHORIZED SEWER SERVICE CONTRACTOR PROCESS

1. Applicant shall complete the Application form & submit it to Lakehaven along with current application fee of \$440.00. A \$100.00 annual renewal fee will be due, if approved, in subsequent years to continue as a “Lakehaven-authorized” sewer service contractor.
2. Lakehaven will contact references provided on the Application.
3. When reference checks are completed, an interview will be scheduled with the Applicant & Lakehaven (Inspector & Engineering Technician).
4. Following the interview, a recommendation will be forwarded to the Development Engineering Manager for final review & determination for approval.
5. If approved (conditionally) as an Authorized Sewer Service Contractor, a letter will be sent to the Applicant along with the Authorized Sewer Service Contractor’s Certification Agreement, Annual Information Form, & Sewer Service Contractor Bond (\$10,000.00).
6. Applicant shall execute the Certification Agreement & return it to Lakehaven, accompanied by the completed Information Form, Bond, & Insurance Certificate (\$1,000,000.00 Commercial General Liability; Lakehaven as “additional insured”).
7. Once all submittal requirements have been received by Lakehaven, a letter will be sent to the Applicant to formally commence the contractor’s status as “Lakehaven-authorized”.
8. Lakehaven staff will monitor the expiration of the contractor’s insurance coverage & Washington State business license. These must be kept current to remain as a “Lakehaven-authorized” sewer service contractor.