



11101 - 104 Avenue, Grande Prairie, AB T8V 8H6
Phone: 780.532.3996 Fax: 780.538.4554
www.aquatera.ca

To Whom It May Concern

Re: Aquatera Utilities Septic Receiving Station and Sump Facility

Enclosed in this letter is an Account Application Form, Sump / Septic Materials Disposal Policies and Procedures document and an updated Treatment Facilities Waste Manifest Form. Aquatera is requesting our customers to complete the Application form and provide a Corporate Search or a copy of the Corporate Annual Return to confirm name, active status and Directors with signing authority on behalf of the company. The Corporate Search is obtainable at any Licence & Registry Office for a fee.

Aquatera requires one manifest for **every** truck offloading septic and sump material at the Grande Prairie Wastewater Treatment Facility. Aquatera also requires that all companies complete and submit Aquatera manifests only.

Please be advised that the current rate for both Septic and Sump disposal at the Grande Prairie Wastewater Treatment Plant is \$12.00 per cubic meter. Invoices will be sent out monthly and is due within 30 days. Accounts in payment default may be closed without notice.

Aquatera understands that there is no current alternative disposal site(s) for the material from grease traps. After careful review concerning the discharge of grease trap material into the Septic Receiving Station/Wastewater Treatment Facility, Aquatera will allow the discharge of loads containing this material for \$20.00 dollars per cubic meter. All companies and their employees are responsible to ensure that manifests specifically state that grease trap material has been discharged.

Due to discharges of inappropriate material, Aquatera has a random sampling and analysis program to determine the characteristics of the sump and septic material being discharged. Bylaw C-1139 Schedule C outlines the concentration and limits for materials that are discharged into the municipal sanitary system. In the event that the lab analysis shows a sample that exceeds these limits, Aquatera will issue penalties in accordance with Bylaw C-1139 Schedule C, Section 25.01 and may suspend the company's ability to use these facilities.

Please contact me at your convenience if you would like to discuss the content of this letter.

Sincerely,

Doug Renwick
Treatment Operations Supervisor

CORPORATE WASTEWATER SERVICES ACCOUNT APPLICATION

Mail completed and signed application to:
Or fax to:
(780) 538-4554
Attn: Kathy or Ponni

Aquatera Utilities Inc.
 11101- 104 Avenue
 Grande Prairie, Alberta
 T8V 8H6

Office use only:

Customer ID: _____

Reviewer: _____

Date Application Accepted: _____

- For technical questions related to this application, please contact Doug at 780. 532.3996.
- Definitions used in this application can be found in the Treatment Facilities' Sump/Septic Materials Disposal Policies and Procedures (“**Policies and Procedures**”).
- This application, if accepted by Aquatera, is intended to create legal relations. Please read the Policies and Procedures prior to completing this application.

SECTION A – GENERAL INFORMATION			
Customer:	(the “ Customer ”)		
	<input type="checkbox"/> Corporation	<input type="checkbox"/> Partnership	<input type="checkbox"/> Sole Proprietor
Head Office Address:			
Corporate/ Owner(s) Names:			
Person to contact concerning this application:	Name:		
	Title:		
	Phone:		
	Fax:		
The proposed wastewater material consists of:			The proposed discharge is from an industrial or commercial source: <input type="checkbox"/> Yes <input type="checkbox"/> No
The Customer has received a copy of the <u>Policies and Procedures</u> governing the disposal of Wastewater materials at the Treatment Facilities and agrees to comply with the disposal terms and conditions established therein.			(Initial)
The Customer, its employees, agents and contractors <u>will not</u> dispose of any material into the Treatment Facilities in an amount, concentration or level or at a rate of release that may impair the integrity, operation or performance of the Treatment Facilities.			(Initial)

The Customer agrees to pay the rates established and in effect in accordance with Schedule E of C-1139, as invoiced. (Charges are subject to change without notice. If your application is granted, Aquatera will establish an account and invoice you monthly for Corporate Wastewater disposal.)						(Initial)
The Customer agrees to pay interest on overdue accounts as set forth in C-747A.						(Initial)
The Customer is in full compliance with and has paid in full all amounts outstanding under the <i>Workers' Compensation Act</i> (Alberta).						(Initial)
SECTION B – VEHICLE DATA (Attach separate sheet if necessary)						
	Make/ Model/Year	Vehicle Identification No.	License No.	Capacity (Gallons)	90° Elbow Fitting (Y or N)	Hose Extension (Y or N)
1.						
2.						
3.						
4.						
5.						
Name/Address of owner/lease holder of vehicles:						
Name of Insurance Broker:		(Attach a copy of the Insurance Certificate including General Liability and Vehicle Insurance)				
SECTION C – ADDITIONAL TERMS RESPECTING CORPORATE WASTEWATER SERVICES ACCOUNT						
<ol style="list-style-type: none"> In the event that the Customer's use of or delivery of wastewater material to the Treatment Facilities causes Environmental Contamination requiring clean-up, reclamation, or restoration, or causes a breach of the Policies and Procedures and/or any applicable Legislation, the Customer shall fully indemnify and hold harmless Aquatera for any costs, charges and expenses whatsoever (including legal fees on a solicitor and his own client basis incurred in defending or settling any actions, suits, claims or demands, and including costs, charges and expenses to reclaim or restore the Treatment Facilities to acceptable standards) which may be incurred or paid by Aquatera in consequence of such contamination or breach. This agreement may be terminated by Aquatera at any time on 10 days' written notice sent by registered mail addressed to the Customer at the last known billing address. This agreement may be terminated by Aquatera immediately if, in its sole opinion, the Customer discharges Wastewater into the Treatment Facilities which: <ol style="list-style-type: none"> causes a health or safety hazard to an Aquatera Utilities Inc. employee; 						

- (b) causes damage to or a dangerous condition in the Treatment Facilities;
 - (c) causes the sludge from the Treatment Facilities to fail to meet criteria relating to contaminants for spreading sludge on agricultural lands under the Applicable Legislation; and
 - (d) causes the Treatment Facilities' effluent to contravene any requirement by or under the Applicable Legislation.
4. This agreement may be terminated or temporarily suspended by Aquatera at any time where, in the opinion of Aquatera a situation arises which causes or may cause a threat or danger to any person, property, plant or animal life or waters.
 5. This agreement may be terminated or temporarily suspended by at its option without notice for non-payment of account within 30 days of invoice date. Aquatera may require the Customer to fully pay any and all outstanding liabilities, however incurred, and post a security deposit in an amount to be determined by Aquatera, acting reasonably, prior to restoring corporate wastewater services.
 6. Any termination of this agreement shall not operate to relieve the Customer from any liability to Aquatera arising either before or after the date of termination.
 7. This agreement shall ensure to the benefit of and be binding upon the parties and their respective heirs, personal representatives, successors and assigns.

SECTION D - CERTIFICATION

I certify and acknowledge that:

- I am a legal signatory for the Customer and have the authority to bind the Customer.
- The information listed here is true, accurate and complete.
- I have read and understood the Policies and Procedures.
- The proposed wastewater materials are not considered to be toxic or hazardous under any Applicable Legislation and are suitable for disposal in the Treatment Facilities.

SIGNATURE on behalf of the Customer

WITNESS

PRINT NAME

DATE

TITLE



TREATMENT FACILITIES WASTE MANIFEST
780.532.3996 (Phone) or 780.538.4554 (Fax)

A. CONSIGNOR (GENERATOR)

COMPANY NAME: _____

DESCRIPTION & LOCATION OF MATERIAL: _____

COMPANY REPRESENTATIVE SIGNATURE: _____

B. CARRIER

COMPANY NAME: _____

UNIT NUMBER: _____

C. SITE INFORMATION

TIME OF OFFLOADING _____ AM or PM

SUMP ESTIMATED VOLUME _____ M3

SEPTIC METERED VOLUME _____ M3

GREASE METERED VOLUME _____ M3

D. CARRIER'S DECLARATION:

I, on my own behalf and/or as agent for the Company, certify and acknowledge that:

The information listed here is true, accurate and complete. I have read and understood the Treatment Facilities Sump/Septic Materials Disposal Policies and Procedures ("Policies and Procedures"). The Wastewater materials are not considered to be toxic or hazardous under any Applicable Legislation and are suitable for disposal in the Treatment Facilities. In the event that my use of the Treatment Facilities causes Environmental Contamination, requiring clean-up, reclamation, or restoration, or causes a breach of the Policies and Procedures and/or any Applicable Legislation, I and/or the Company agree to fully indemnify and hold harmless Aquatera for any costs, charges and expenses whatsoever (including legal fees on a solicitor and his client basis incurred in defending or settling any actions, suits, claims or demands, and including costs, charges and expenses to reclaim or restore the Treatment Facilities to acceptable standards) which may be incurred or paid by Aquatera in consequence of such contamination or breach.

NAME OF DRIVER (PRINT)

TELEPHONE NUMBER

SIGNATURE

DATE



**PROCEDURES REGARDING SUMP/SEPTIC MATERIALS DISPOSAL
AT THE WATER\WASTEWATER TREATMENT FACILITIES**

1. No company shall be allowed to dump at this site without first establishing an account with Aquatera at the Administration Building. Each load must have a manifest form completely filled out or suspension of dumping privileges may result. All materials must comply with the requirements of By-Law C-1139 and/or By-Law C-882, and requirements of the Alberta Public Health Department and Alberta Environment.
2. Sump\Septic materials will be accepted at this site 24/7 unless for unforeseen circumstances requires Aquatera to close these facilities.
3. All sump materials shall be dumped at the north corner of the northeast cell. Unless otherwise directed by the Treatment Operations Supervisor.
4. All septic materials shall be dumped at the septic receiving station adjacent to the Aquatera Water/Waste Treatment Facility unless prior authorization for dumping septic material within the treatment facility has been arranged by the Treatment Operations Supervisor.
5. Any person/company using the dumping sites are responsible for keeping the sites as clean as possible, all spills are to be reported to the Aquatera Treatment Operations Supervisor immediately. Failure to do so may result in suspension of dumping privileges. All costs associated with cleanup/remediation deemed necessary by Aquatera shall be born by the person/company responsible for the spill.
7. Aquatera personnel and or its agents may, for analysis purposes, obtain a sample of the material being dumped as required.
8. All personnel shall follow all Alberta Occupational Health & Safety Regulations and while on Aquatera premises wear a hard hat, safety toe shoes or boots, and comply with Aquatera's no smoking policy.
9. All placarded vehicles are strictly prohibited from dumping at the Aquatera Water/Waste Treatment Facility. Immediate suspension of dumping privileges will result.