

**Northeast Tri County Health District  
Sewage Permit Record Search Request**

The Health District maintains files of permits for completed on-site sewage systems. The sewage permit records contain information such as permit number, date of installation, as-built drawing, septic tank sizing, drainfield location and dimensions, etc. Information from the sewage permit record is useful for locating the septic tank for pumping, when determining locations for outbuildings and driveways, or when property ownership changes.

To obtain sewage permit information, complete this form. It is important to provide as much of this information as possible to ensure the proper sewage permit record matching the legal description provided is located. If a sewage permit is found, a copy of the sewage permit and as-built drawing of the sewage system will be provided.

Request made by (Name) _____	Date _____
Address _____	City/State _____ Zip _____
Phone # _____	Fax # /Email _____

<b>The information in this box must be <u>complete</u> or a copy of the assessor record or a tax statement must be provided.</b>	
Name of Current Property Owner _____	
Legal Description of Property (rural description or subdivision, lot & block number) _____	
Section _____	Township _____ Range _____ Parcel # _____

Provide as much of the following information as possible. This information is needed to locate sewage permit records if property ownership has changed or the property has been segregated or subdivided.

Ownership History (provide names of previous property owners): \_\_\_\_\_  
\_\_\_\_\_

Sewage Permit # \_\_\_\_\_ Date Sewage System Installed \_\_\_\_\_

Type of Structure (residential, commercial, etc.) \_\_\_\_\_ Age of Structure \_\_\_\_\_

Has property been segregated or subdivided since the sewage system was installed?  yes  no

If yes, date of segregation or subdivision \_\_\_\_\_, plat name or # \_\_\_\_\_

**This link will submit the completed form the by email to: [ehmail@netchd.org](mailto:ehmail@netchd.org)**

Colville Environmental Health  
240 E. Dominion  
Colville, WA 99114  
1-509-684-2262  
FAX: 1-509684-8506

Newport Environmental Health  
605 Hwy 20  
Newport, WA 99156  
1-509-447-3131  
FAX: 1-509-447-5644

Republic Environmental Health  
P.O. Box 584  
Republic, WA 99166  
1-509-775-3111  
FAX: 1-509-775-2858

<b>*** For Office Use Only ***</b>	
<b>Based on the information provided above:</b>	
<input type="checkbox"/>	Sewage permit # _____ was located in the Health District records. The sewage system is sized to serve a _____.
<input type="checkbox"/>	No record of a sewage permit for the legal description provided above was found in the Health District records.
<input type="checkbox"/>	Other _____
By _____	Date _____