

LOS ANGELES COUNTY SANITATION DISTRICTS

Instructions to Obtain a Permit to Dispose of Septic and Portable Toilet Wastes to the Sanitation Districts' Stations

1. A separate permit application is needed for each vehicle. The permit application form is available on the Sanitation Districts' Liquid Waste Disposal Website. No permit fee is required at this time. A \$25.00 deposit is required for each electronic decal tag issued to a vehicle.
2. Before applying for a Sanitation Districts' truck permit, you must first register your vehicle with the Department of Public Health of the County of Los Angeles. For information, please contact the Environmental Health Division-Land Use Program, 5050 Commerce Drive, Baldwin Park, CA 91706, (626) 430-5380, and (626) 813-3016 FAX Send in a copy of your vehicle inspection report to show the 4-digit Los Angeles County Health Department registration number. Please also note that this registration number is the one given on your *Certificate of Registration for Septic Tank, Cesspool, Sewage Seepage Pit and Chemical Toilet Cleaning Vehicle*. It is not the number for the Public Health License from the county tax collector. Please also include registration numbers that the vehicle carries from the different health departments of surrounding counties.
3. Provide information on the vehicle on which the tank is permanently mounted. The vehicle can be either a tanker truck or a tank trailer. The vehicle information should include the make, model, year, and the California Department of Motor Vehicles license number. Write in the VIN vehicle identification no. Please send in a copy of the DMV vehicle registration. If the license plate number is not yet available, enter the temporary registration number in the line above the license number, and email the DMV registration when received. Give the gallon capacity of the waste tank. Supporting documentation to show the volume of the waste tank is required with the application. Supporting information may include a tank manufacturer's volume certificate, a County Division of Weights and Measures volume certification, a legible stencil transcription or photograph of the identification plate on the tank showing the volume capacity, a calculation sheet for the volume of the tank based on measurements, or a sales invoice for a new vehicle showing the volume of the tank purchased. For portable toilet cleaning vehicles, enter only the volume of the waste tank in the space provided for the tank volume. Write the volume of the water tank in the space next to it.
4. The application must be signed by an authorized company officer: for a sole proprietorship, the owner; for a partnership, a general partner; and for a corporation, the president or secretary of the corporation. A facility manager may also sign if authorized. Improperly signed applications may be returned.
5. Please be sure that the application is complete. Incomplete applications may be returned and could delay the processing of the permit. Frequently overlooked information includes the tax identification number, the County Department of Public Health vehicle registration number, and the yes and no boxes on whether hazardous waste is hauled in the vehicle. Please also indicate on the application in the space after the Types of Wastes Hauled if there is an industrial sewer connection and/or a waste holding tank onsite at the truck garage.
6. Submit the completed permit application form by mail to the Los Angeles County Sanitation Districts, Industrial Waste Section, 1955 Workman Mill Road, P.O. Box 4998, Whittier, CA 90607-4998, or email at liquidwaste@lacsdsd.org. A copy of the form downloaded from the Sanitation Districts' Web site is acceptable and preferred.
7. Checklist of items to send in: Application (Pages 1 and 2), L.A. County Dept. of Public Health registration no., a copy of DMV vehicle registration for the VIN number, and the waste tank volume certification. If you have any questions, please contact the Liquid Waste Disposal Program Coordinator in the Industrial Waste Section via email liquidwaste@lacsdsd.org or (562) 908-4288, extension 2900.