

Board of Supervisors

Gilbert A. Smith, Chairman
 William G. Coad, Vice-Chairman
 Byron M. Adkins, Sr., Member

County Administrator

Michelle Johnson

Charles City County

10900 Courthouse Road
 Charles City, VA 23030
 Office: (804) 652-4707
 Fax: (804) 829-5819

**To be eligible for assistance:**

- 1.) Gross household income must be at or below 80% of the area median income adjusted for family size.
- 2.) Must own the home where the tank is to be pumped.
- 3.) No previous grant funds have been used to pump-out the system during the past five years.
- 4.) Septic system to be pumped must be in the Chesapeake Bay Preservation Act area as mapped by the County's geographic information system.

The County is not responsible for any damages that could result from pumping out any septic tanks.

Return a completed application by **December 31, 2021**, to *Charles City County, Department of Community Development; P.O. Box 66, Charles City, VA 23030.*

APPLICATION FOR SEPTIC TANK PUMP-OUT GRANT

PROPERTY INFORMATION				
*First Name Owner	*Last Name Owner	*Phone Day	*Phone Night	
*Street Number	*Street Name	*City	*State	*Zip
*Number of individuals in household. (See verification on the back of this application)		*When was the septic tank last pumped? (Month and Year)		
*Number of individuals under 18 (See verification on the back of this application)		*Household income (See verification on the back of this application)		
*Number of disabled individuals		*Is proof of ownership provided?		
*Number of individuals over 62		*Is this property within Chesapeake Bay Preservation Area? (CBPA)		
*Operating septic system installed prior to 1980 with no record of recent pump out. Date when septic system installed		*Is the property located within an impaired watershed? (Ex: Gunn's Run, Morris Creek, Collin's Run, etc.)		
Total				

By signing below, I do hereby certify that all information submitted in this application is true and accurate to the best of my knowledge.

Applicant's Name (Printed)

Applicant's Signature

Date

DISCLAIMER OF LIABILITY: Charles City County hereby disclaims, and lessee NAME PAGE (one) 1, hereby releases Charles City County from any and all liability, whether in contract or tort (including strict liability and negligence) for any loss, damage or injury of any nature whatsoever sustained by lessee, its employees, agents or invites during the term of this agreement, including but not limited to loss, damage, or not limited to the septic tank or other property of lessee that may be located at ADDRESSED PAGE (ONE) 1, unless such loss. Damage or injury is caused by Count's gross negligence or intentional willful misconduct. The parties hereby agree that under no circumstances shall County be liable for indirect, consequential, special exemplary damages, whether in contract or tort (including strict liability and negligence).

SIGNATURE: _____ DATE: _____

A copy of the following information is needed to complete the application process.

Residence and Household size verification:

- State issued Virginia ID.
- Tax returns (W-2)
- School records

Income Verification:

- Paystubs (either 3 months or 12 months, depending on type of employment)
- Tax returns (W-2)
- Bank statements
- Child support
- Supplemental Security Income
- Social Security
-

For Office Use Only

Application Number:		Chesapeake Bay Preservation Act Area Circle one: Within / Outside Comments:
RECEIVED BY: DATE:	Approved: _____ Denied: _____ Date: _____ Explanation: _____	
