

Inspection Request Form



Email to septic@rvca.ca or Fax to 613-692-1507

Main Phone: 613-692-3571, ext. 4

Section A. Property and General information

Date Submitted: (mm/dd/yyyy)	Septic File Number:
Civic Address:	
Former Township: <input type="checkbox"/> Osgoode <input type="checkbox"/> Cumberland <input type="checkbox"/> Goulbourn <input type="checkbox"/> Torbolton <input type="checkbox"/> Nepean <input type="checkbox"/> Huntley <input type="checkbox"/> Rideau <input type="checkbox"/> Gloucester <input type="checkbox"/> Fitzroy <input type="checkbox"/> Kanata <input type="checkbox"/> Ottawa	
Property Owner:	

Section B. Requestor Information

Name of Requestor:	Phone Number:
E-mail:	Fax Number:
I am the: (Check one) <input type="checkbox"/> Installer <input type="checkbox"/> Engineer <input type="checkbox"/> Property Owner	

Section C. I am Requesting the following

<input type="checkbox"/> 1 st - Subgrade (If required, check one)	<input type="checkbox"/> 2 nd - Installation Inspection (Check all that apply)	<input type="checkbox"/> 3 rd - Final Grade Inspection
<input type="checkbox"/> Scarification <input type="checkbox"/> Clay Seal <input type="checkbox"/> Subgrade	Refer to attached: <input type="checkbox"/> As-Built Components Page <input type="checkbox"/> As-Built Drawing <input type="checkbox"/> Engineers Letter <input type="checkbox"/> Filter Media Bills <input type="checkbox"/> Grain Size Analysis <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> ESA Permit Number	Note: Topsoil must be applied unless winter conditions exist at Director's discretion. All deficiencies must be addressed from installation report.

Notes:

Section D. Re-inspection

<input type="checkbox"/> Re-inspection - 1 st call	<input type="checkbox"/> 2 nd Installation Inspection
Note: Re-inspection fee applies on requests for same deficiency - Please provide payment information below	
Card Type:	<input type="checkbox"/> MasterCard <input type="checkbox"/> Visa
Card Number:	Expiry: (mm/dd/yyyy)
Cardholder Name:	CVV:

Notes:

Please Note:

- 3.5 business day turn around for inspections
- OSSO file will be given to inspector upon receipt of this request form
- PRIORITY will be give to requests that have septic file/permit numbers

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