

**PLEASE RETURN COMPLETED FORM TO:**

POLK COUNTY ZONING  
GOVERNMENT CENTER  
100 POLK COUNTY PLAZA, SUITE 130  
BALSAM LAKE, WI 54810  
PHONE:(715) 485-9111

**SEPTIC TANK MAINTENANCE AGREEMENT**

OWNER/BUYER \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

**SEE TAX RECEIPT to complete legal description:**

Re: Property located in the \_\_\_\_ 1/4 \_\_\_\_ 1/4, Section\_\_\_\_, T\_\_\_\_N, R\_\_\_\_W,

Town of \_\_\_\_\_, Lot \_\_\_\_\_, Subdivision/Plat \_\_\_\_\_

Property Address (house number & road name) \_\_\_\_\_

Improper use and maintenance of your septic system could result in its premature failure to handle wastes. Proper use and maintenance should extend the life of the system considerably. Proper maintenance consists of pumping out the septic tank every 2-3 years or as needed by a licensed septic tank pumper. What you put into the system can affect the function of the septic tank as a treatment stage in the waste disposal system. Avoid allowing the following substances to enter your sanitary system.

- |                                   |                       |
|-----------------------------------|-----------------------|
| 1. Clear water from sump pumps    | 7. Grease             |
| 2. Chemicals - lye, acids, etc... | 8. Disposable diapers |
| 3. Paper other than toilet tissue | 9. Cigarette butts    |
| 4. Sanitary napkins/tampons       | 10. Fabrics           |
| 5. Garbage from grinders          | 11. Garbage           |
| 6. Septic tank cleaners           | 12. Drain oil         |

**COST-SHARING:** Polk County residents may be eligible to receive some cost- share funding for the replacement of failing systems whereby such systems were in operation prior to July 1, 1978. In providing any cost sharing, the state requires that owners of all new systems agree to keep their systems properly maintained. Naturally, the proper maintenance is beneficial to you and the general public.

The property owner agrees to submit to the county a certification form (to be provided by the county) every 3 years -- signed by the owner and by a master plumber, journeyman plumber, restricted plumber, or a licensed septage hauler. The form shall require certification of the following.

- a. That the on-site wastewater disposal system is in proper operating condition.
- b. That after inspection and after pumping (if necessary), the septic tank is less than 1/3 full of sludge and scum.

I, the undersigned, have read the above requirements and I agree to maintain the private sewage disposal system in accordance with the standards set forth, herein, as set by the Department of Commerce.

SIGNED \_\_\_\_\_

DATE \_\_\_\_\_