

## NON-DOMESTIC WASTEWATER DISCHARGE SIGNATORY DELEGATION

1. Facility Legal Name: \_\_\_\_\_

a. Operator Name (person, firm, or entity which operates this facility):

\_\_\_\_\_

b. Is the operator in 1.a. the owner of the facility? Yes ( ) No ( )

2. Facility Address:

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

3. Business Mailing Address:

Street or P.O. Box: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

4. Designated signatory authority of the facility:

You may designate more than one person and you may specify the area of their authority. Ex. Designated signatory authority for wastewater reports only.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

5. Designated Facility Contact: You may have more than one.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

This is to be signed by an authorized official of your firm who is a responsible corporate officer such as president, vice-president, secretary, treasurer or the manager of one or more manufacturing, production, or operation facilities or a general partner or proprietor, or the chief executive officer. This signature authorizes those individuals listed to be either facility contacts or signatory individuals or both. To change this authorization a new copy of this Updated Information form must be submitted.

Authorized Representative Statement:

I have personally examined and am familiar with the information submitted. I certify that this document was prepared under my supervision and the information is true, correct, and complete to the best of my knowledge.

_____	_____
Date	Signature of Official
_____	_____
Title	Name Above - Printed

1. Provide all the names of the authorized signatories for this facility for the purposes of signing all reports. The designated signatory is defined as:
  - a. A responsible corporate officer, if the industrial user submitting the reports is a corporation. For the purpose of this paragraph, a responsible corporate officer means:
    - (i) A president, secretary, treasurer, or vice president of the corporation in charge of a principal business function, or another person who performs similar policy or decision-making functions for the corporation.
    - (ii) The manager of one or more manufacturing, production, or operation facilities employing more than 250 persons or having a gross annual sales or expenditures exceeding \$25 million in second-quarter 1980 dollars, if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
  - b. A general partner or proprietor if the Industrial User submitting the reports is a partnership or sole proprietorship respectively.
  - c. The director or highest official appointed or designated to oversee the operation and performance of the activities of the facility if the Industrial User submitting the reports is a Federal, State, or local government facility.
  - d. A duly authorized representative of the individual designated in paragraph (a), (b), or (c) of this section if:
    - (i) the authorization is made in writing by the individual described in paragraph (a), (b), or (c);
    - (ii) the authorization specifies either an individual or a position having responsibility for the overall operation of the facility from which the Industrial Discharge originates, such as the position of plant manager, operator of a well, or a well field superintendent, or a position or equivalent responsibility, or having overall responsibility for environmental matters for the company; and
    - (iii) the written authorization is submitted to the City.
  - e. If an authorization under paragraph (d) of this section is no longer accurate because a different individual or position has responsibility for the overall operation of the facility, or overall responsibility for environmental matters for the company, a new authorization satisfying the requirements of paragraph (d) of this section must be submitted to the City prior to or together with any reports to be signed by an authorized representative.
2. Provide the name(s) of a contact person(s) who is thoroughly familiar with the facts in reports submitted and who can be contacted by the City. (e.g., the plant manager)