

Return Completed Application and Permit Fee to:
Orleans Wastewater Treatment Facility
29 Overland Way
Orleans, MA 02653
508-240-3700 x 2349



For Sewer Department Compliance Use
Received Date: _____
Check #: _____

Town of Orleans
Department of Public Works & Natural Resources
Fats, Oils and Grease (FOG) Permit Renewal Application

1. Company Name (Legal Name)

2. Facility Location and Contact Information

Street Address _____ Unit # _____

3. Mailing Address and Contact Information

Check here if same as above _____

Street Address _____ Unit # _____ City _____ State _____ Zip _____

Contact Person Name _____ Title _____

Business Phone # _____ Cell Phone # _____ E-Mail _____

4. Authorized FOG Program Representative

Name _____ Title _____

Business Phone # _____ Cell Phone # _____ E-Mail _____

A. Available Seating (inside and outside) _____

B. Days and Hours of Operation

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

For seasonal establishments, when do you open and close for the season _____

All seasonal establishments are required to notify Veolia when they open/close for the season.

C. List major equipment used for food preparation (i.e. grills, fryers, dishwashers, sinks, etc.)

Use additional sheets if needed

Type	Size/Specifications

D. Number of Grease Traps (internal) and Tanks (external) _____ Fill in required information below:

Use additional sheets if needed

Location	Size (in gallons)	Service Frequency	Type (check one)
			___ internal external ___
			___ internal external ___
			___ internal external ___

5. Grease Hauler Information

Name of Hauler

You have reviewed the following requirements of the program with your contracted hauler _____ (initial)

- Monthly Interior Grease Trap Pumping by a licensed hauler (if you have an internal trap at your establishment)
- Monthly External Grease Tank Inspection by a licensed hauler
- External Grease Tank Pumping every 3 months or at 25% solids (whichever is first) by a licensed hauler

Please note: Required pumping frequency is subject to change per direction of the Town due to size of grease tank and Title V size requirements. You will be notified when your permit is issued if this applies to your establishment.

6. Maintenance

Any major maintenance, repairs, and/or replacements made to the system within the previous permit year:
This includes installing/upgrading external grease tanks, installing/replacing internal grease traps, changes to plumbing, etc.

Equipment	Maintenance / Repairs or Replacements Completed

7. Previous FOG Violations

Declaration of any notice of violations of FOG Program requirements within the previous permit year. If any, describe the violation and any actions taken to correct violations. If none, write N/A.

Violation	Action

8. Required Attachments:

- Check payable to Town of Orleans in the amount of: \$100 for up to 2 grease tanks, an additional \$50 per additional tank.

9. Signatory Requirement -

This must be signed by all owners, partners, corporate officers of the establishment.

I certify under penalty of law that I have personally examined and am familiar with the information in this application form and all its attachments, and I have attended an Introductory FOG Control Meeting, and based on my inquiry of those persons immediately responsible for obtaining the information contained in the application, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine.

Name & Title

Signature & Date

Definitions and Descriptions

Food-Service Establishment – Any facility that prepares, serves, or processes food on a regular basis for commercial use or sale including but not limited to restaurants, cafeterias, hotels, hospitals, institutional facilities, factories, clubs, bars where food is prepared and served, and all commercial kitchens; food and meat packing and processing establishments; super markets, bakeries and others that generate FOG that may be introduced into the Town collection system in quantities that can cause sewer blockages.

Grease Trap – A small reservoir built into the wastewater piping a short distance from the grease producing area. Baffles in the reservoir retain the wastewater long enough for the grease to congeal and rise to the surface so that it can be removed.

Grease Tank – A large, partitioned collection chamber usually outside a building that captures FOG by trapping floatable and settleable solids prior to being discharged to the Town collection system, and whose rated flow exceeds 50 gallons per minute (GPM).

FOG generator – Any commercial establishment, industry, or resident that creates FOG that can be discharged with wastewater into the sewer collection system or into septic or storage tanks whose contents are delivered to the Wastewater Treatment Facility

FOG Program Authorized Representative - Business authorized representative responsible for the operation of the company discharging wastewater or a company employee (manager/supervisor) authorized to sign documents for the business officer. The following do not qualify as a business authorized representative: contractors, designers, architects, employees who are not titled managers or supervisors.

Signatory Requirement – Business officer titles include but are not limited to: owner, partner, managing partner, president, vice-president, secretary, treasurer, and CEO. The following do not qualify as a business authorized representative: contractors, designers, architects, employees who are not titled managers or supervisors.

Instructions - Use extra sheets if needed or when applicable on any section of the FOG permit.

1. 2. & 3. Legal Name and Location address describes the business location that is to be permitted, mailing address for all FOG Program correspondence.
4. Authorized FOG Program Representative: refer to definition above. **A.** Seating – give total available seating. Include any seasonal (outdoors, decks, anything external from hardened building). **B.** Hours of operation. If establishment operates seasonally, provide when establishment opens and closes for the season. **C.** Equipment Information – Any major equipment used in the production or business process which comes into contact with Fats Oil and Grease. **D.** Trap/Tank information – refer to definition given above. You may have your plumber fill this section in.
5. Grease Hauler Information: Provide who your contracted hauler for your grease traps and tanks is.
6. Provide any major maintenance, repairs and/or replacements made to the system within the previous permit year.
7. Clearly identify and explain any violations in the previous permit year and any actions taken to correct the violations.
8. Required Attachments - Permit fee payable to Town of Orleans
9. Signatory Requirement - This application must be signed by all owners, partners, corporate officers of the establishment. Name and title must be provided as well as signature and date.