



WASHINGTON SUBURBAN SANITARY COMMISSION

Development Services Division-Permit Services Section

14501 Sweitzer Lane, Lobby Level

Laurel, Maryland 20707

SITE UTILITY RELEASE FOR SERVICE REQUEST

Date of Request: \_\_\_\_\_ Site Utility Project Number: \_\_\_\_\_

Site Utility Project Name: \_\_\_\_\_

Associated Service Connection/Abandonment Permit No. \_\_\_\_\_

Applicant Rep./Company: \_\_\_\_\_

Applicant Email: \_\_\_\_\_ Applicant Phone: \_\_\_\_\_

Project Engineer/Company: \_\_\_\_\_

Engineer Email: \_\_\_\_\_ Engineer Phone: \_\_\_\_\_

WSSC Technical Contracts Supervisor: \_\_\_\_\_

**Do not submit this request if any of the following items and/or conditions are still outstanding:**

Please indicate by checking the appropriate box that the item or condition has been completed:

**Applicant Built Connection/Abandonment Permit Numbers** associated to this SU project has been fully processed:

Yes  No  Not Applicable

**All WSSC Easements** have been executed for this SU Project:

Yes  No  Not Applicable

**All dependencies** have been satisfied for this SU Project:

Yes  No  Not Applicable

**A Release for Service** for an Associated SEP or DR Project has been issued:

Yes  No  Not Applicable

**All Variance request and/or Hold Harmless Agreements** requirements met:

Yes  No  Not Applicable

Note: If any of the above items or conditions are found to be outstanding, the submittal package will be rejected and returned to engineer/applicant NOT reviewed.

**The following items are required to be included with request:**

**If Any ONE item is missing the submittal package will be rejected and returned to engineer/applicant NOT-reviewed.**

- e-Builder issued email with the Certificate of Substantial Completion as an email attachment
- Certified Release of Liens, for new service connections and abandonments (Submit Notarized Original)
- Outstanding Fees (If Applicable)
- Maintenance Bond (If total amount over \$100,000)

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FOR WSSC USE ONLY  
APPROVED FOR RELEASE

Project Manager: \_\_\_\_\_ Date: \_\_\_\_\_

Permit Specialist: \_\_\_\_\_ Date: \_\_\_\_\_

Final Approval: \_\_\_\_\_ Date: \_\_\_\_\_