1. What is this notice and why did I receive it? You have received this Inspection Verification Notice as part of a mandated program by the State of Wisconsin that all septic systems be inspected and/or pumped every 3 years.

2. What do I have to do? Contact a licensed septage hauler, POWTS Inspector, licensed master plumber or master plumber restricted service to verify the condition of your system. Provider lists are available at the Zoning Office or the Waushara County Department link at www.co.waushara.wi.us

3. I had my system pumped last year. What do I do? You still need your service provider to sign the verification form, verify the date of service, and return the form to our office.

4. I have a holding tank, and have it pumped many times a year. Do I still need to submit a verification form? Yes, a visual inspection is required every three years, and therefore, a verification form must be completed by your provider.

5. I have a seasonal cottage, vacant home, or the dwelling was never built. Does a verification notice still need to be completed every three years? The state mandate does not differentiate if use of the septic system is continual, seasonal, or not used at all. All systems can be vulnerable to damage from Wisconsin winters and vehicle traffic. If there is a septic system on the property, it needs to be inspected.

6. I feel I’ve received this verification notice in error. Who do I call? Please contact the Zoning Office at (920) 787-0453. When you call, we will need the following information from the bottom left hand corner of your verification notice: Landowner name, parcel number, property/system location, permit number, and phone number.

7. How can I protect my septic system between inspections?
   ✓ Spread wash loads throughout the week and avoid liquid fabric softeners
   ✓ Immediately repair leaky fixtures in your home.
   ✓ Avoid the use of garbage disposals, scrape plates before placing in dishwasher and dispose of large quantities of food in the garbage.
   ✓ Be aware of too much grease (i.e. animal fats, vegetable oils, lard, etc.) going down the drain.
   ✓ Avoid pouring products in your drain containing quaternary ammonia, pine based cleaners, automotive fluids, harsh detergents, floor strippers, herbicide/pesticides, solvents and thinners, drain cleaners.
   ✓ Do not flush medicines down the drain. Unused medicines should be returned to the pharmacy, doctor, or taken to the medication drop box located at the Waushara County Sheriffs Department.
   ✓ Additives that are advertised for your septic system are not necessary. Septic wastes have all the bacteria and enzymes your system need for proper operation.
   ✓ Use single or double ply non-quilted white toilet paper. Avoid flushing paper towels, napkins, wipes or other thicker paper material, and personal care products.