



CITY OF PORTLAND
Bureau of
Environmental
Services

Batch Discharge Application

This application is to request discharge of a discrete, contained volume of wastewater to the sewer system. Examples include building wash water from power wash activities and chlorinated water from hydrostatic testing. All application fees, sewer charges, permits, authorizations, and enforcements (if applicable), will be issued and billed to the Requestor - Responsible Party.

Date: _____

REQUESTER-RESPONSIBLE PARTY *(contact for billing purposes)*

Contact Name: _____

Company Name: _____

Company Address: _____

City / State / Zip: _____

Phone: _____ Mobile: _____

Email: _____

DISCHARGE GENERATOR

Contact Name: _____

Company Name/Contractor: _____

Company Address: _____

City / State / Zip: _____

Phone: _____ Mobile: _____

Email: _____

DISCHARGE DESCRIPTION

Duration (MM/DD/YY): _____ OR from _____ to _____

Discharge Flow Rate (e.g. 50 gpm): _____ Estimated Total Discharge Volume (*in gallons*): _____

The BES standard flow restriction is limited to 50 gpm. Requests above **50 gpm** will require additional processing. Increased flow rate requests **cannot be accommodated** if the City's system lacks sufficient capacity in that area.

MONITORING SUBMITTAL

Attach all data relevant to wastewater characterization, if available, or if requested by the City (*e.g. analytical data*)

PROPOSED DISCHARGE LOCATION

Storm Sewer

Sanitary Sewer

Combined Sewer

Other, describe: _____

BES Asset ID #: _____

To find the asset ID,

1. Go to: www.portlandmaps.com
2. Enter site address.
3. Click "Sewer Assets".
4. Locate the unique 6-digit code on the map.

OFFICIAL USE ONLY

Request Approved?

Initials:

Date issued:

Permit or Authorization #:

Discharge location:

Asset ID #:

Invoice #:

Amount:

RFI Date:

Batch Discharge Application

Describe discharge location (e.g. manhole, catch basin, etc.) and attach a drawing, map, or photo.

BILLING INFORMATION

How will the discharge be measured? **METERED.** If metered, the meter must be compatible with the approved discharge flow rate/pipe size and must have a continuous read in gallons or cubic feet. Attach photos of the meter.

MEASURED BY BATCH. If measured by batch, describe how you will calculate your discharge volume:

CERTIFICATION STATEMENT

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person(s) who manage the system or persons directly responsible for gathering the information, the information submitted is to the best of my knowledge true, accurate, and complete. I am aware there are penalties for submitting false information.

By signing this application, you understand that no discharges may occur without a City-issued permit or authorization.

RESPONSIBLE PARTY

Printed Name: _____ Date: _____

Signature: _____

Email the completed form to BatchDischarge@portlandoregon.gov

For more information visit the batch discharge website here: <https://www.portlandoregon.gov/bes/article/325324>
Questions? Contact the Batch Discharge Program at BatchDischarge@portlandoregon.gov or 503-865-6557