

Sewerage Treatment Plant Identification Tags Order Form

Louisiana Department of Health • Office of Public Health

Mail completed form plus payment to: LDH-OPH-CEHS, Onsite Wastewater Program,
P. O. Box 4489 Bin #10 Box #11, Baton Rouge, LA 70821-4489

From (Company):	Customer #:
Shipping Address:	Taxpayer ID: Business Type (circle one): Manufacturer Sub-Manufacturer Distributor Other (explain)
Ordered By (person placing order):	Telephone:
Order Date:	Authorizing Manufacturer:
Billing Address (if other than Shipping Address):	Terms: Submit completed Order Form and check or money order, payable to LDH-OPH, for the total amount of the tag order, calculated from the number of tags times \$150 per tag plus shipping and handling fees. See page 2 for additional terms and conditions.
Shipping and Handling (circle one): Priority Flat Rate (1-75 Tags in Shipment): \$13.70 Priority Flat Rate (76-150 Tags in Shipment): \$27.40 Priority Flat Rate (151-225 Tags in Shipment): \$41.10 Pick Up : \$0	

Calculation of the Total Amount of the Sewerage Identification Tag Order			
Sewerage Identification Tags	Number of Tags =	x \$150.00 per Tag =	\$ (a)
			+
Shipping and Handling Fee	Priority Flat Rate • 1-75 Tags in Shipment: \$13.70 • 76-150 Tags in Shipment: \$27.40 • 151-225 Tags in Shipment: \$41.10 Will Pick Up (call for appointment)	=	\$ (b)
Total Amount Payable to LDH-OPH =			\$ (a + b)

***** PLEASE SCHEDULE AN APPOINTMENT AT LEAST A DAY IN ADVANCE FOR ALL PICKUP ORDERS BY CALLING (225) 219-0179 or (225) 342-7773 *****

FOR OFFICE USE ONLY	
Date Received:	
Date Processed:	
Processed by:	
Tag #'s:	
Check #:	

Additional Terms and Conditions of Sewerage Treatment Plant Identification Tags

Manufacturer shall be responsible for attachment of tags only to individual-type sewerage systems that are “approvable”, which are systems designed/constructed in accordance with applicable Louisiana Sanitary Code and inter-related provisions. Incidental or other alternate use/attachment of such tags to systems which are not approvable shall constitute improper use and shall not obligate OPH to issue any permit prescribed by LA Sanitary Code Part XIII Provisions. Also, a list, which includes name, address of purchaser, date of sale, ID tag number, etc. of all sales/installations of individual mechanical (residential) plants must be maintained by the individual and/or company purchasing the tags. Additionally, in the event the installation/site or other compromising circumstances may preclude other permit conveyance by OPH, similarly OPH shall not be obligated to manufacturer in any manner or form with respect to use of tags.

Regarding Shipping Rates:

All orders are sent via Priority Flat Rate, Certified, and Return Receipt Requested. Payment of shipping fees must be made at the time of the order. Priority Flat rates will accommodate an order of approximately 75 tags with a shipping cost of **\$13.70**. Orders exceeding 75 tags will be divided and shipped via separate Priority Flat Rate envelopes. These rates are subject to change dependant on the United States Postal Service fees.

OPH Reserves the right to limit provision of what it may consider to be an “excessive number” of tags requested. Under such circumstances orderer may be required to furnish written evidence to document order legitimacy, i.e. company sales records.

Manufacturer (or authorized representative, as appropriate, authorized by the department) shall be solely responsible for the proper use and care of tags, once provided same by OPH. Manufacturer shall hold harmless OPH in the event tags are lost, stolen, misplaced, or otherwise similarly compromised. In the event, however, that tags are lost, stolen, misplaced or otherwise similarly compromised, it shall be the responsibility of the manufacturer to duly apprise OPH of comprehensive details to sufficiently document such circumstances. **Tags are not a marketable or transferable item and any individual sewage system installed in the State of Louisiana without the Sewage Identification Tag cannot and shall not be approved.**

This order form plus payment must be mailed to:
LDH/OPH/CEHS/Onsite Wastewater Program

P.O. Box 4489 Bin #10 Box #11

Baton Rouge, LA 70821-4489

or

For direct order and pick up: Bring completed order form
and payment to LDH/ Bienville Bldg. /628 N.4th St., 1st.
Floor OPH/Sanitarian Services/ Baton Rouge, LA 70802

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