



## **WATER WELL PERMIT PROCEDURES FOR THE HOMEOWNER**

### **BEFORE DRILLING THE WELL**

- Use the Site Plan form provided to sketch a diagram. Please take the form home, locate the sources of potential contamination and measure the distances from the proposed well location. Return this form with the completed Water Well Application.
- Complete the Private Water Well Permit Application, sign and date the application, return the application with the appropriate fee.(\$250)
- Please note that the Well Driller and Pump Installer must be registered by the Ohio Department of Health. You can confirm their status at [www.odh.ohio.gov](http://www.odh.ohio.gov), and search for “List of Registered Private Water contractors located in Ohio.”
- Homeowners must become registered as private water system contractors in order to install well pumps/pit-less adapters or to seal an abandoned well.

### **AFTER THE WELL HAS BEEN DRILLED**

- Provide “Job Status / Completion Form” to person who is going to install the pump and check to verify that the form has been returned to the Health Department within thirty days of completion
- Verify that the Well Driller/Pump installer have chlorinated the well
- Call the Auglaize County Health Department to request a water sample.(419-738-3410)
- Water Samples need to be taken from the pressure tank or first available raw water tap, arrangements will need to be made to allow sanitarians access to the pressure tank.