

PETER FRANCISCO SWCD SEPTIC PROGRAM

Pump-out Process and Checklist

1. Submit part I of the contract (application page), W-9 form, and applicant form.
Submit for approval by Friday before our Board meeting (3rd Wednesday of each month)
2. **Do not begin work until you receive an approval letter from Peter Francisco SWCD**
3. After receiving the approval letter, contact the contractor to schedule pump-out
List of contractors enclosed for your convenience
4. Once pump-out is complete: submit copy of invoice and inspection form
completed by contractor and give to Peter Francisco SWCD
5. Sign part II and part III of the contract (PFSWCD will contact you for
signature)
6. Check will be issued by Peter Francisco SWCD

You may pick up the check, or Peter Francisco SWCD will mail it.

Peter Francisco Soil and Water Conservation District

Cody Smith– (434) 983-7923

or Charlotte Drake

16842 W. James Anderson Hwy.
Buckingham, VA 23921

Buckingham County Health Department

(434) 969-4244

80 Administration Ln.
Buckingham, VA 23921

Cumberland County Health Department

(804) 492-4661

15 Foster Road
Cumberland, VA 23040

CONTRACTOR LIST

Keep For Your Records

Septic Tank Pump Outs

- Arthur's Septic Service- Scottsville, (434) 286-4597
- KSO Septic Services (Owen's)- Scottsville, (434) 960-8589
- Taylor's Septic Service & Portable Toilets, Inc.- Buckingham, (434) 983-6303 or (434) 352-8350

Septic System Repairs

- C. A. Sherry Land Improvement, LLC- Goochland- (804)-922-2272
- Earl Dunn Construction LLC - Dillwyn, (434) 315-1560 or (434) 983-2036
- Knights Dirt Diggers, LLC - Spout Spring, (434) 665-4098
- O.O. Stiff Septic Services - Prospect, (434) 574-6237
- Taylor's Septic Service Inc.- Buckingham, (434) 983-6303 or (434) 352-8350, **licensed to install alternative septic systems**

Soil Evaluators/System Designers

- Chuck Allison- Goode, (540) 587-7125
- Mike Condrey- Rustburg, (434) 515-3603
- M&M Soil Consultants, Kenneth McClenny- Pamplin, (434) 248-6925 or (434) 610-2696
- Robert Johansen- Cumberland, (434) 547-3241
- Roger Nelson- Wingina, (434) 221-9000
- Southern Soil Consultants, Brian Neal- Blackstone, (434) 774-8382 or (434) 696-6949
- Angela Whitehead- Williamsburg, (804) 892-6678
- Stephen Vargo- Scottsville, (434) 956-5159

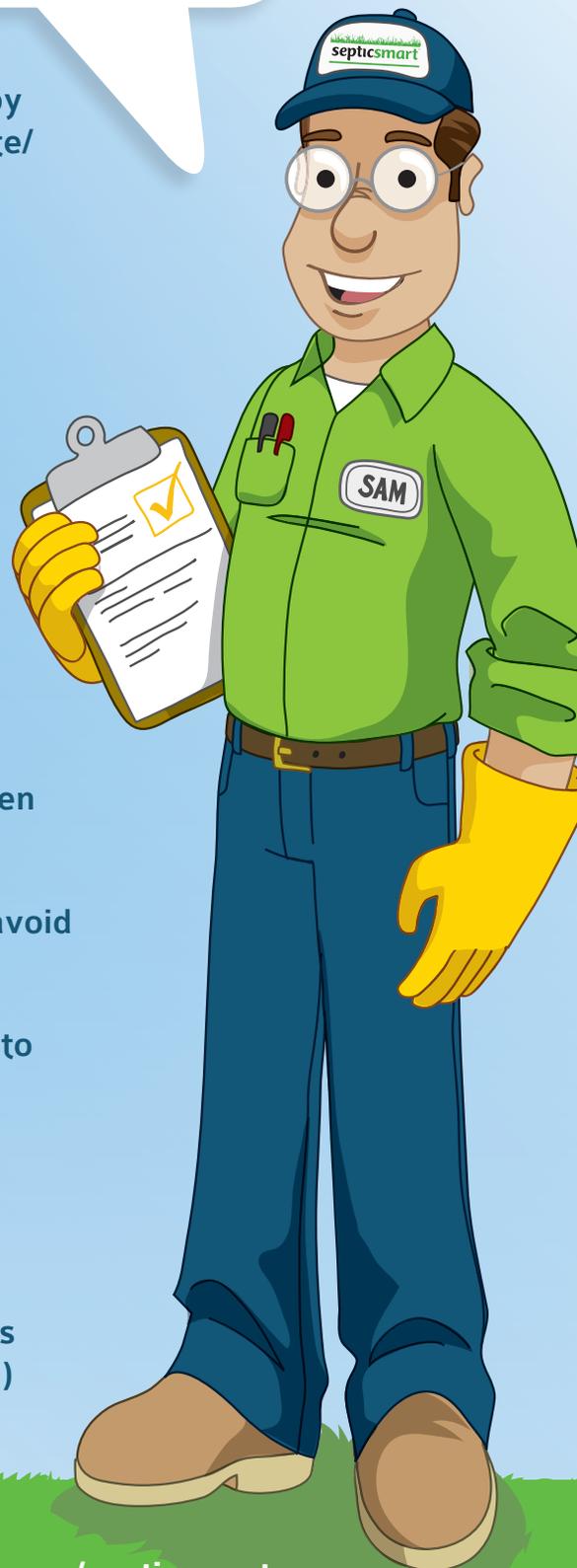
**Contractors are listed in alphabetical order.*

**Also, please check your phone book for any additional contractors.*

**It is up to you to ensure that the contractor has the appropriate licensure to perform the work.*

Top 10 Ways to Be a Good Septic Owner

- ✓ Have your system inspected every three years by a qualified professional or according to your state/local health department's recommendations
- ✓ Have your septic tank pumped, when necessary, generally every three to five years
- ✓ Avoid pouring harsh products (e.g., oils, grease, chemicals, paint, medications) down the drain
- ✓ Discard non-degradable products in the trash (e.g., floss, disposable wipes, cat litter) instead of flushing them
- ✓ Keep cars and heavy vehicles parked away from the drainfield and tank
- ✓ Follow the system manufacturer's directions when using septic tank cleaners and additives
- ✓ Repair leaks and use water efficient fixtures to avoid overloading the system
- ✓ Maintain plants and vegetation near the system to ensure roots do not block drains
- ✓ Use soaps and detergents that are low-suds, biodegradable, and low- or phosphate-free
- ✓ Prevent system freezing during cold weather by inspecting and insulating vulnerable system parts (e.g., the inspection pipe and soil treatment area)



Homeowner Septic System Checklist

Septic System Description

Contact your local authority if you don't have this information.

Date system installed _____

Installer _____

Phone _____

Tank size _____ gallons

Capacity _____ bedrooms

Type conventional
 alternative (type) _____

Things to keep in mind:

- ✓ Regularly inspect your system and pump your tank as necessary.
- ✓ Use water efficiently.
- ✓ Don't dispose of household hazardous wastes in sinks and toilets.
- ✓ Plant only grass over and near your septic system. Roots from nearby trees or shrubs might clog and damage the drainfield.
- ✓ Don't drive or park vehicles on any part of your septic system. Doing so can compact the soil in your drainfield or damage the pipes, tank, or other septic system components.

Not in My Septic System!





For more information about septic systems, contact:

Clean Water starts at Home

U.S. Environmental Protection Agency
www.epa.gov/owm/septic

Septic System Maintenance Record

Next Service	Scheduled Activity	Pumping Co./ Phone	Activities Completed	Comments
Jan. 2003	inspection	Joe Pumper 555-1234	inspection	sludge layer okay—may need pumping next year

Place on electrical box (fuse box) or other convenient location.