



Durham County Utilities Division

5926 NC HWY 55 E.
Durham, NC 27713
P: (919) 560-9033 / F: (919) 544-8590
www.dconc.gov

For Internal Use Only	
DCo Project #: _____ - _____	
<input type="checkbox"/> Complete	<input type="checkbox"/> Incomplete

Project Submittal Coversheet

This coversheet is required for all submittals to Durham County Utilities. All sections of the form must be completed.

GENERAL INFORMATION		
Date:	_____	
Review #:	_____	
Submittal Type:	<input type="checkbox"/> Construction Drawings <input type="checkbox"/> Plumbing Plans <input type="checkbox"/> Field Change <input type="checkbox"/> Sewer Video <input type="checkbox"/> As-builts <input type="checkbox"/> Other, please describe _____	
Is Proof of Payment Included? (if payment is required and not submitted, project will be rejected)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Is the Applicable Fee Calculation Form Included? (required for all payments)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
PROJECT INFORMATION		
Project Name:	_____	
Project Address:	_____	
Parcel ID:	_____	
APPLICANT INFORMATION		
Engineering Company:	_____	
Contact Name:	_____	
Phone Number:	_____	
Email Address:	_____	
SUBMITTAL INFORMATION		
Items Included with Submittal (check all that apply):		
<input type="checkbox"/> Sewer Connection Application	<input type="checkbox"/> Construction Plans	<input type="checkbox"/> IWS – Short Form
<input type="checkbox"/> Proof of Payment	<input type="checkbox"/> Plumbing Plans	<input type="checkbox"/> IWS – Long Form
<input type="checkbox"/> Fee Calculation Form(s)	<input type="checkbox"/> As-Builts	<input type="checkbox"/> Authorization to Construct Request
<input type="checkbox"/> Response to Comments	<input type="checkbox"/> NCDEQ Fast Track Application	<input type="checkbox"/> Specs
<input type="checkbox"/> Calculations	> If yes, <input type="checkbox"/> Public <input type="checkbox"/> Private	<input type="checkbox"/> Sewer Video (USB or Website)
<input type="checkbox"/> DOT Encroachment Agreement	<input type="checkbox"/> Text Files	<input type="checkbox"/> Other, describe below
Comments: _____		

