



**Durham County Utilities Division**

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Durham, NC 27713  
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www.dconc.gov

**For Internal Use Only**

DCo Project #: \_\_\_\_\_ - \_\_\_\_\_

Complete     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:**     Construction Drawings     Plumbing Plans     Field Change     Sewer Video     As-builts  
 Other, please describe \_\_\_\_\_

**Is Proof of Payment Included?** (if payment is required and not submitted, project will be rejected)     Yes     No     N/A

**Is the Applicable Fee Calculation Form Included?** (required for all payments)     Yes     No     N/A

### PROJECT INFORMATION

**Project Name:** \_\_\_\_\_

**Project Address:** \_\_\_\_\_

**Parcel ID:** \_\_\_\_\_

### APPLICANT INFORMATION

**Engineering Company:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

### SUBMITTAL INFORMATION

**Method of Submittal:**     Hard Copy     Electronic via DCo Website     Emailed Submittal to \_\_\_\_\_

**Items Included with Submittal (check all that apply):**

<input type="checkbox"/> Sewer Connection Application	<input type="checkbox"/> Construction Plans	<input type="checkbox"/> Authorization to Construct Request
<input type="checkbox"/> Proof of Payment	<input type="checkbox"/> Plumbing Plans	<input type="checkbox"/> Specs
<input type="checkbox"/> Fee Calculation Form(s)	<input type="checkbox"/> As-Builts	<input type="checkbox"/> Sewer Video Utility Map
<input type="checkbox"/> Response to Comments	<input type="checkbox"/> IWS – Short Form	<input type="checkbox"/> Sewer Video (provide below information)
<input type="checkbox"/> Calculations	<input type="checkbox"/> IWS – Long Form	> Video Contractor: _____
<input type="checkbox"/> DOT Encroachment Agreement	<input type="checkbox"/> NCDEQ Fast Track Application	> NASSCO Cert #: _____
<input type="checkbox"/> Text Files	> If yes, <input type="checkbox"/> Public <input type="checkbox"/> Private	<input type="checkbox"/> Other, describe below

**Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_