

REGISTRATION

Certified Manufacturer

NEW

The Mississippi State Department of Health, Division of On-site Wastewater, will acknowledge your request to register your product(s) of an Individual On-site Wastewater Disposal System or Alternative treatment or disposal component(s) in the State of Mississippi, once the Division receives the following:

- I.
- ▶ An Application (Form 456 E) provided by the Division
 - ▶ Specification of product(s) which must include:
 - Detailed drawing (paper or electronic)
 - Home/Property Owner's manual and/or Installation and Operations manual
 - If an Advanced Treatment System (ATS), Third-Party documentation
 - ▶ Identification of product(s)
 - ▶ Fee \$250.00 (Review)
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II. Once the Division receives all the above, the Division will do the following:

- Begin review of your application and documentation submitted
 - Assign a Program Specialist to inspect product(s)
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III. Once the review and/or inspection are completed, you will receive a written response from the Division consisting of the following:

- Letter accepting or denying product registry
- Request of fee \$100.00 (registration)

IV. IF accepted and fee is submitted, you will be placed on the Department's annual list of registered Manufacturers. You will receive, by mail, your Manufacture Certificate (registration).

NOTE: Your Certificate is valid until **December 31** of each year; the Division will provide renewal notification **60 days** prior to expiration.

RENEWAL

The Mississippi State Department of Health, Division of On-site Wastewater, will acknowledge your request to renew your product(s) of an Individual On-site Wastewater Disposal System or Alternative treatment or disposal component(s) in the State of Mississippi, once the Division receives the following:

- ▶ An Application – Form 456 E (provided by the Division);
 - ▶ Third Party documentation, if applicable;
 - ▶ Confirmation of endorsements given to Certified Installers to: Install, Service/Maintain;
 - ▶ Confirmation of endorsements given to individuals to: Train, Fabricate or Distribute; and
 - ▶ Fee \$100.00 for the certificate (registration)
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Mailing address:

Mississippi State Department of Health
Division of On-site Wastewater
805 South Wheatley Street, Suite 340
Ridgeland, MS 39157