

METROPOLITAN SEWER DISTRICT OF GREATER CINCINNATI

DIVISION OF INDUSTRIAL WASTE

AUXILIARY SEWERAGE METER (S-Meter) FORM

INSTRUCTION SHEET

The Metropolitan Sewer District (MSD) allows its commercial customers who are not eligible for winter period billing to install an auxiliary meter (or meters). An auxiliary meter is appropriate when a portion of the customer's water usage is not discharged to the sewer system. The purpose of an auxiliary meter is to determine the quantity of water which will be added or deducted from the sewer charges. This allows the customer to pay sewer service charges only on its water usage that is discharged to the sewer system. Article XVI of the MSD Rules and Regulations defines this program. Auxiliary meters (also known as "S-Meters") must be installed, owned, and maintained by the customer. The meter must be permanently installed in accordance with the specifications of the applicable local plumbing authority and MSD. Below you will find instructions for completing the registration form.

1. Please print or type the Auxiliary Sewerage Meter form. The form can be found online at www.msdbg.org under "Industrial User Resources".
2. The Sewer Use Customer Application must be filled out in conjunction with the Auxiliary Sewerage Meter form. Answer all questions carefully. If there is doubt about the appropriate response to a question, write "unsure" or "information not available." In some cases, the questions may be answered by a simple check mark. This form may also be found under the "Industrial User Resources" heading.
3. Enclose any plans, drawings, detailed explanations, or analytical data which you believe are helpful or relevant.
4. The Sewer Meter Information section of the form asks about the type of meter and the application. Please fill in all applicable information about your facility.
5. Please refer to the FAQ (Frequently Asked Questions) section online or contact the Division of Industrial Waste at (513) 557-7000 with questions.
6. Return the completed form to MSD. Additional copies of the application form and MSD Rules and Regulations are available from MSD. If you have questions concerning this application, please contact the Division of Industrial Waste at (513) 557-7000.

The completed application should be sent to: Division of Industrial Waste
Metropolitan Sewer District
1600 Gest Street
Cincinnati, Ohio 45204

DEFINITIONS

- Commercial User - shall mean any and all users of the wastewater treatment system not otherwise classified.
- Industrial User - shall be any user which discharges industrial waste.
- Residential User - shall mean any single or two-family housing unit.
- Responsible Official / Duly Authorized Representative -
shall for a corporation be a responsible corporate officer, or the manager of facilities having more than 250 employees or gross annual sales or expenditures exceeding \$25 million in second-quarter 1980 dollars, provided signatory authority has been assigned to the manager; for a partnership, a general partner; for a sole proprietorship, the proprietor; or a duly authorized representative of the general partner or proprietor, provided that the authorization is in writing, the party authorized has overall responsibility for operations or environmental matters, and the written authorization has been submitted to the District.
- Sewer - shall mean any pipe or conduit for conveying wastewater or drainage water.
- User - shall mean any person that discharges, causes, or permits the discharge of wastewater into a public sewer.
- Wastewater - shall mean a combination of the liquid and water-carried wastes from premises together with any groundwater, surface water, or storm water that may be present.