



# Wastewater System Guidelines for Homeowners

## Transfer Inspection Info Sheet

Goal: To determine if the on-site system is functioning properly prior to transfer of ownership

Who must provide a Transfer of Ownership Inspection?

- Any person selling or otherwise transferring ownership of a property with an onsite wastewater treatment facility (conventional or alternative).
- The only exceptions are for a property with an onsite treatment system that has an existing ADEQ Discharge Authorization that has not been put into service before the property transfer.

What are the requirements?

- The inspection must be done within 6 months of property transfer.
- The inspector must use the 7 page ADEQ form entitled, Report of Inspection, and provide it to the seller. Procedurally, inspectors often submit the Report of Inspection to the escrow officer who then transmits the Report to seller and buyer as well as any real estate agents involved in the transaction.
- The seller must provide to the buyer along with the Report of Inspection, any permitting, operation, or maintenance documents in their possession.
- The buyer must submit the Notice of Transfer form, with a \$50.00 transfer of ownership fee to ADEQ or to the appropriate County authority as specified in the instructions for Notice of Transfer form.

Who may perform the inspection?

- A qualified inspector must have working knowledge of the type of facility that they are to inspect.
- They must hold a certificate of training from a course for inspectors recognized by ADEQ. The National Association of Waste Transporters (NAWT) inspector course is the most popular program in Arizona.
- The inspector must also be licensed in at least one of the following categories:
  - An Arizona-registered engineer.
  - An Arizona-registered sanitarian
  - An owner of a vehicle licensed under ADEQ rules to pump or haul septage, or an employee of the licensee.
  - A Registrar of Contractor licensed contractor with a B-4,C-41, A, A-12, L-41, KA, or K-41 license.
  - A wastewater treatment plant operator certified by ADEQ, or
  - A person qualified under another category designated by ADEQ



How do I find a qualified inspector?

- A list of NAWT certified inspectors (by zip code) may be obtained at <http://www.NAWT.org>. Some Arizona counties maintain a list of inspectors approved in their County. Call your local County Environmental Health Department.

### Other Things to Know

- Not all real estate agents are informed regarding the inspection process. Ask your agent if they have ever sold a property with an onsite wastewater treatment system.
- Not all Inspectors are qualified to inspect all types of onsite wastewater systems. They may have passed a qualifying training course and are otherwise licensed to perform a transfer of ownership inspection, but have no experience or knowledge about your specific system. Some are only familiar with conventional septic systems. If the system incorporates an alternative treatment technology, ask a potential inspector if they are familiar with the specific technology of your system, or have they received any factory training, or installed any systems, or if they offer any maintenance contracts.
- The new owner will need to maintain the facility per the requirements found in the Arizona Administrative Code R18-9-A314(B). If the facility is designed to treat 3,000 gallons per day or more, additional operation and maintenance requirements may apply.