



**Madison County Health Department
Environmental Health**

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SEPTIC SYSTEM INFORMATION REQUEST FORM

Under the **North Carolina Public Records Law, G.S. §132-1.**, to inspect or obtain copies of public records, please complete this form.

Septic Construction Authorization Permit or Certificate of Completion

Other: _____

(Environmental Health can only supply access to public records for items under their supervision).

Please fill out the information below:

1. Original / previous / current owner's name(s) (whichever applies):

2. List **all other possible names** the information could be filed under:

3. Address: _____

4. Town: _____ PIN _____

5. Year home built: _____ Subdivision and original lot #: _____

Please be advised that our records are filed only by the name of the person who bought the original permit. Also be advised that current 911 addresses have been in existence for only a few years and as such are not always an accurate method of search. **The inspection and examination of records is allowed during business hours. If we are unable to provide information at the time of request we will respond within a reasonable time. Please be advised that septic records prior to 1970 are often non-existent.**

SEND INFORMATION TO:

Name: _____ Company: _____

Email: _____

Phone: _____ Fax: _____