

**DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) ADVANCE PAYMENT
ACCOUNT (APA) POLICIES**

1. Persons, or companies, who obtain APA accounts must complete and sign the Application for APA Account provided by DEQ.
2. Each account is to be used to allow for immediate payment for either record search requests or recertifications on Septic Systems.
3. Fees will be deducted from the account at time of request.
4. Refunds will not be issued if no records are available.
5. Fees will apply to each address record requested.
6. Refunds will not be issued due to multiple requests received, either for recertifications or record search requests.
7. Applicants must have sufficient funds in their accounts before a record search or recertification can be processed.
8. Neither DEQ or Development Services is responsible for unauthorized use of any APA account.
9. It is the responsibility of all APA account holders to keep track of their transactions and account balance.

APPLICATION FOR APA ACCOUNT

ACCOUNT # _____ County use only

I consent to allow Pima County Development Services and Pima County Department of Environmental Quality to withdraw fees and service charges from my Advance Payment Account. (A.P.A.)

I understand that Pima County Development Services and Pima County Department of Environmental Quality will not be responsible for unauthorized uses of my account.

Print Name	Title	Signature	Date
Company Name _____			
Address _____			
City _____			
State _____			
Zip Code _____			
Telephone Number _____			

AUTHORIZED PERSONS ALLOWED TO USE THIS APA ACCOUNT

Printed Name	Signature
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____