



**CITY OF PHILADELPHIA  
DEPARTMENT OF PUBLIC HEALTH  
ENVIRONMENTAL HEALTH SERVICES**

**APPLICATION FOR PORTABLE CHEMICAL TOILET OR HOLDING TANK PERMIT**

**PART I: APPLICANT AND SITE INFORMATION**

1. Applicant Name \_\_\_\_\_  
 Company Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Telephone Number \_\_\_\_\_

2. Site Address \_\_\_\_\_  
 \_\_\_\_\_  
 Site Contact \_\_\_\_\_  
 Portable Toilet Company \_\_\_\_\_  
 \_\_\_\_\_

3. Number of Units \_\_\_\_\_

- \* If a portable chemical toilet is to be placed in a residential area, it must be serviced at least every 48 hours.
- \* Portable Toilet Fee - \$50 per location (we do not accept personal, business, or cashier's checks)
- \* Holding Tank Fee - \$100 per location (we do not accept personal, business, or cashier's checks)

4. Type of Event

- Special Event (a one-time event lasting more than 4 days or greater than 15 units)
- Temporary and On-Going Seasonal Event (including construction sites)
- Permanent Event

5. Dates of Event

Starting Date \_\_\_\_\_

Ending Date \_\_\_\_\_

**PART II: APPLICANT SIGNATURE**

I, the undersigned, certify that the information I have provided is a true and complete statement according to my knowledge and belief. I certify that I have read, understand, and agree to comply with the *Pennsylvania Sewage Facilities Act (Act 537)*.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

**PART III: LOCAL AGENCY USE ONLY**

	Application Status	
Fees Paid	<input type="checkbox"/> Received _____ / ____ / ____	<input type="checkbox"/> Approved By _____
	<input type="checkbox"/> Permit Issued _____ / ____ / ____	<input type="checkbox"/> Permit Number _____
Total \$ _____	<input type="checkbox"/> Permit Denied _____ / ____ / ____	<input type="checkbox"/> Disapproved By _____
	<input type="checkbox"/> Revoked Permit _____ / ____ / ____	

Completed applications can be:  
 \* Emailed to [Jama.Bouy@Phila.gov](mailto:Jama.Bouy@Phila.gov), or  
 \* Mailed to Environmental Engineering, 7801 Essington Avenue, Philadelphia, PA 19153  
**(Please contact us for payment options and questions.)**