

SJWD WATER DISTRICT
Post Office Box 607
Lyman, SC 29365
Telephone (864) 439-4423 • Fax (864) 949-3511



**COMMERCIAL DEVELOPMENT
LETTER OF INTENT FORM**

All potential commercial development customers must first complete this Letter of Intent form and submit it to SJWD's Engineering Department. Please review the Developer Guidance Manual to ensure that you have provided all the necessary information. SJWD cannot process your Letter of Intent unless ALL required information has been provided.

Please indicate you type of Development:

- Undeveloped Property with Water Immediately Available
Complete Section 1 and 2 of this form.

- Undeveloped Property Requiring Water Extension
Complete Section 1 and 3 of this form.

SECTION 1 – GENERAL INFORMATION (PLEASE TYPE OR PRINT):

Owner/Developer

Name:			
Current Mailing Address:			
Telephone #:		Fax #:	
Email Address:			

Representative of Owner/Developer (If same as above you may leave blank). This is who SJWD will provide all project correspondence to as the owner/developer's legal representative. It is the representative's responsibility to provide information to the owner/developer including all information pertaining to fees.

Contact Name:			
Name of Firm:			
Current Mailing Address:			
Telephone #:		Fax #:	
Email Address:			

Cross-Connection (Backflow) Control Information:

1. Business will only have bathroom facilities: Yes (if yes, go to question 3) No (if no, answer below)
2. Provide a list of any equipment other than bathroom fixtures that will use SJWD water: _____
3. FIRE SERVICE (Complete only if building will have fire suppression system)
 - Type of System: Dry Sprinkler Wet Sprinkler
 - Anti-Freeze: Yes No
 - Foaming Agents: Yes No
 - Pumps Used: Yes No
 - Will pumps take direct suction from water service? Yes No

END – SECTION 1

SECTION 2 – UNDEVELOPED PROPERTY WITH WATER IMMEDIATELY AVAILABLE

Type of Development: Commercial Industrial Mixed-Use

BUSINESS LOCATION

Name of Development:	
Street Address:	

BILLING INFORMATION

Name as it should appear on Bill:			
Contact Person:			
Billing Address:			
Telephone #:		Fax #:	
Email Address:			

The following items must be included with the Letter of Intent:

1. Two (2) copies of preliminary plan showing location of all proposed and existing utility lines
2. Location of all existing easements
3. Layout of streets, parking lots, etc.
4. Proof of Coordination Letter from Local Fire Department

If these items are not included, SJWD will not be able to process your Letter of Intent, and will return it to the designated representative.

Signature: _____

Date: _____

END – SECTION 2

SECTION 3 – UNDEVELOPED PROPERTY REQUIRING EXTENSION

Type of Development: Commercial Industrial Mixed-Use

Description of new development:

Project Name:			
Tax Map Number (TMS #):			
Describe Project in Detail			
Estimated capacity needed (gpm):		No. of Construction Phases:	

The following items must be included with the Letter of Intent:

1. Two (2) copies of preliminary plan showing location of all proposed and existing utility lines
2. Location of all existing easements
3. Layout of streets, parking lots, etc.
4. Proof of Coordination Letter from Local Fire Department

If these items are not included, SJWD will not be able to process your Letter of Intent, and will return it to the designated representative.

Signature: _____

Date: _____

END – SECTION 3