

# CCR Electronic Posting

## Frequently Asked Questions

**Do I have to have my CCR posted electronically?** No, you may choose to continue to mail your CCR as you have in the past; however, electronic posting will save you the cost of printing, processing, and postage.

**What are the EPA's requirements regarding informing my customers that the CCR is available online?** You are required to have the URL printed on your utility water bill. Customers must receive the bill with this information before July 1 and the statement must remain on the bill for at least three months. The following language explaining what a CCR is must be included, "This report contains important information about the source and quality of your drinking water." Please refer to the Sample Utility Bill on the back of this sheet. The required information is included in the thicker bordered boxes.

**Do I have to have my CCR approved by DEP before posting?** Yes, DEP and DOH (ACHD) have requested that you submit your CCR to them for approval by May 15<sup>th</sup> to allow time for them to approve it.

**How much will it cost me to post my CCR through FRWA?** Pricing will vary according to the size of your system based on number of connections. Please refer to the table below for pricing information:

SYSTEM SIZE	BASE	PER CONN
Less than 3300 connections	\$50.00	\$.10
Between 3301 and 10,000 connections	\$75.00	\$.15
10,001 or more connections	\$100.00	\$.25

As an example, if you have 250 connections. You will pay \$50.00 base rate plus \$25.00 (\$.10 x 250) which would be \$75.00 for your posting.

**How do I pay for my CCR posting?** You have three options for payment:

1. Send a hard copy of your CCR along with your DEP approval, a completed application, and a company check as payment to: FRWA, 2970 Wellington Circle, Tallahassee FL 32309
2. You may email your completed application with credit card information, your CCR, and DEP approval to [Becky@frwa.net](mailto:Becky@frwa.net).

**How can I find my PWSID?** Your PWSID is the Public Water System ID Number that is on your Monthly Operating Report (MOR) (form # 62-555.900(2) or (3) or (4), or (6)) in the upper right-hand corner on page 1. This will be a seven-digit number.

**I own more than one system. Can I pay for them together?** No, each system and PWSID must be posted individually and will be charged accordingly. With the example above, you would pay \$75.00 for each system. Please submit each system individually with a completed application for each to avoid confusion.

**How long will it take for my application to be processed?** FRWA will process your payment within 1 working day of submittal. You will receive a confirmation email as soon as your posting is completed, usually within 2 working days if all requested information is received.

**What can I do on my part to speed up the process?** Be sure that all the information on the application is correct. You will be contacted by phone if there are any questions.

**How do I submit my CCR?** You may email your CCR (in a Word or PDF) format along with your DEP approval to [Becky@frwa.net](mailto:Becky@frwa.net). You may also mail a hard copy to FRWA, 2970 Wellington Circle, Tallahassee FL 32309. Please include your completed application, DEP approval, and a company check or credit card information for processing.

**What will my URL be?** You will receive an email with a link to your URL as soon as your information is posted.