

Consumer Confidence Report (CCR) Certification _____

PWS Name: _____ PWSID#: _____ Agency Interest#: _____
Population Served: _____

Wholesaler data due to purchasers no later than April 1, unless a contract agreeing to later date is submitted with certification.
Wholesaler data met the April 1 deadline. Not applicable:

Systems serving less than 500: Need only to notify customers by July 1 that the report is available upon request. Indicate how customers were notified and how the report was made available upon request.
 Copy attached Date: _____

Systems with populations greater than 500: Must use at least one Primary and one Secondary distribution method.

Method(s):	
Primary Distribution	<input type="checkbox"/> Hand Delivery to all customers
Date: _____	<input type="checkbox"/> Mailed to all customers
	<input type="checkbox"/> Published in Newspaper
	<input type="checkbox"/> Posted on Internet
	Website URL: _____
	<input type="checkbox"/> Electronic Delivery (email notification)

Method(s):	
Secondary Distribution	<input type="checkbox"/> Posted in Public Places in Community
Date: _____	<input type="checkbox"/> Delivered to Community Organizations
	<input type="checkbox"/> Multiple Copies to Apts or Employers, etc.
	<input type="checkbox"/> Mailed to postal patrons in service area
	<input type="checkbox"/> Published in Newspaper
	<input type="checkbox"/> Advertised availability in news media
	<input type="checkbox"/> Posted on Local Website
	Website URL: _____
	<input type="checkbox"/> Other (attach explanation of method)

This notice confirms that a Consumer Confidence Report was prepared and distributed according to the requirements for our system and appropriate notices of availability were given. To the best of my knowledge, the report contains information that is correct and consistent with the compliance monitoring data previously submitted to the Kentucky Division of Water. The copy of the report furnished to the Kentucky Division of Water is identical to the information provided to the customers.

Printed Name: _____	Title: _____
Signature: _____	Date: _____
Address: _____ City, State, Zip: _____	
Phone: _____	Email: _____

Number of pages submitted _____

Consumer Confidence Report (CCR) Certification Instructions

- A. Include a **separate** certification for **each** PWSID that your public water system has. It may be the same report, but you must submit a copy for each PWSID number.
- B. Water systems that sell to other water systems are required to provide data **no later than April 1** unless an alternate date is mutually agreed upon and **written into a contract**. If data is not provided by the April 1 deadline then a copy of the **contract must be submitted** to Division of Water along with the CCR certification.
- C. You must mail the certification and documents to the Division of Water at the address below or send electronically. **Do not submit the certification until after you have completed primary and secondary distribution requirements.**

CCR certification must arrive at the address listed below by July 1. (Earlier date may apply if CCR contains a PN.)

- D. If you use your annual Consumer Confidence Report (CCR) for a public notification of Tier 3 violations, you must submit a PN certification **AND** a CCR certification **within ten (10) days after the CCR is distributed** but no later than the CCR certification deadline of July 1.

Note: Tier 3 PNs must be distributed on or before one year of date notice of violation was received.

- E. If the internet is used as the primary distribution method a copy of the notice of availability (water bill, insert, etc.) must be included in the certification package. The distribution date will be the date of the first billing after the CCR is posted to the website.
- F. If a newspaper was used as a distribution method, the certification package should include the affidavit of publication or the tear sheet exhibiting the CCR. Customers must be informed that the reports will not be mailed unless requested. This notice may either be in the newspaper in which the report is published or by other approved means.
- G. Certification is to be signed by the Principal Executive Officer or Authorized Agent.
- H. Submit CCR, certifications, and supporting documents to:

**Drinking Water Branch
Attn: CCR Rule Manager
300 Sower Boulevard 3rd Floor
Frankfort, KY 40601**

or

You can submit the documents to Division of Water electronically by attaching the documents to EEC eForm 169 on the Kentucky Online Gateway site (KOG).

For consultation or questions regarding CCRs or certifications, contact the Drinking Water CCR Rule Manager in the Drinking Water Branch, phone (502) 564-3410.

You are not required to use this form; it is provided for your convenience. Systems may submit other "certification" forms prepared by other entities or a letter, as long as the required information is included.