



1179 Westwood Drive, Suite 300  
Van Wert, Ohio 45891

**Van Wert County**  
*General Health District*

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[www.vanwertcountyhealth.org](http://www.vanwertcountyhealth.org)

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## 2018 HSTS Contractor Update

### Registration Renewal

Please note that all installers, service providers, and septage haulers must be registered with the Ohio Department of Health, as well as the county in which they are working. To renew your contractor registration in Van Wert County for 2018, you must submit the following to our office:

1. Completed application with the appropriate fee for EACH registration category you plan to be licensed.
2. Proof of general liability insurance.
3. Proof of completion of 6 continuing education hours during 2018. **You** are responsible for providing this information.
4. Any outstanding as-built records for systems installed in 2018.
5. A copy of the surety bond for the required amount.

The following **must** be submitted to the Ohio Department of Health:

1. Surety bond for each registration category
2. Power of Attorney
3. Sewage Contractor Contact Information Form

Registrations will not be processed until ALL of the above is complete. Septage Haulers must renew prior to the deadline, all other contractors must renew prior to any work being completed.

### CEUs

All HSTS contractors are required to obtain 6 CEUs during the current year in order to apply for registration for the next year. I have included information on the contractor meeting in Van Wert County, as well as a list of other opportunities available. You may also obtain CEUs online.

### Email Distribution List

Email is the fastest and most cost-efficient method for providing information and updates. Please provide your email address on the enclosed application if it is not available.

### Contact information

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