

City of San Marcos Fats, Oils, and Grease Program

Request for Grease Trap Self-Cleaning Authorization

Grease trap self-cleaning operators must receive approval from the Director of Public Services annually prior to removing grease from their own grease trap(s) located inside a building, provided:

- the grease trap is no more than 50 gallons in liquid/operating capacity
- proper on-site material disposal methods are implemented (e.g. absorb liquids into solid form and dispose into trash)
- the local solid waste authority allows such practices
- grease trap waste is placed in a leak proof, sealable container(s) located on the premises and in an area for the transporter to pump-out or haul away
- detailed records on these activities are maintained

Facility Name: _____

Physical Address: _____

Mailing Address: _____

Grease Trap Operator Name: _____

Title: _____

Phone Number: _____

Grease trap size in gallons: _____

Description of how grease trap is cleaned: _____

How often is the grease trap cleaned? _____

How is the grease trap waste disposed of? _____

By signing this request for authorization you are agreeing to maintain records of your grease trap cleanings, waste disposal, and have these records available upon request for compliance inspections. Records will be kept for a period of no less than 5 years.

Facility's Authorized Representative (Print Name): _____

Signature: _____ Date: _____

Please return completed form to:

Nick Alexander, Senior

Sanitarian/FOG Manager

City of San Marcos –

Environmental Health

Phone: (512) 393-8444

Fax: (844) 830-5482

Email: nalexander@sanmarcostx.gov

Self-cleaners must adhere to all the requirements, procedures and detailed record keeping outlined in their approved application, to ensure compliance with the Fats, Oils, & Grease Ordinance. A maintenance log will be kept by self-cleaning operators that indicates, at a minimum, the following information:

- a. date the grease trap/interceptor was serviced;
- b. name of the person or company servicing the grease trap/interceptor;
- c. waste disposal method used;
- d. gallons of grease removed and disposed of;
- e. waste oil added to grease trap/interceptor waste; and
- f. signature of the operator after each cleaning that certifies that all grease was removed, disposed of properly, grease trap/interceptor was thoroughly cleaned, and that all parts were replaced and in operable condition.