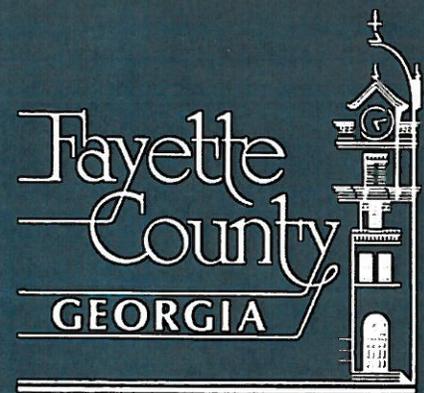


Stormwater Utility Credit Technical Manual



Environmental Management Department
November 2013

SECTION 1 – GENERAL INFORMATION

Stormwater Utility user fee credits are given to property owners for being good stewards of the natural water resources in Fayette County by performing stormwater best management practices. The cumulative effect of these best management practices are intended to reduce demand and impact on Fayette County stormwater services, reduce flooding, and provide a cleaner natural resource for Fayette County.

Credits, when applied to the customer’s account, will reduce the customer’s user fee amount. These credits will be reviewed on a periodic basis by the County to insure compliance with this Stormwater Utility Credit Technical Manual (the Manual.)

Summary of Stormwater User Fee Credits

Table 1 summarizes both structural and non-structural user fee credits available to Stormwater Utility customers. Per County policy, the maximum user fee credit that a customer account can receive is **100%** for no-impact parcels and **50%** for all other parcels.

Table 1- Stormwater User Fee Credits

Best Management Practice		Potential Stormwater User Fee Credit	
		Single Family Residential (SFR)	Non-Single Family Residential (NSFR)
Residential Environmental Technology	3 YEARS	10 %	
2 acres²	5 YEARS	10 %	
5 acres²	5 YEARS	15 %	
10 acres²	5 YEARS	20%	
15 acres²	5 YEARS	25%	
No-impact Parcel	Never Expires	100 %	100%
Residential Pond	1 YEAR	10%	
Natural Area Preservation	Easement Duration	20%	20 %
Water Resources Education Programs	1 YEAR		50 %
Unified Stormwater Sizing Criteria³			
Channel Protection	3 YEARS		15 %
Overbank Flood Protection	3 YEARS		15 %
Extreme Flood Protection	3 YEARS		15%

1 - Credits are applicable as long as the property owner or multiple owners (where applicable) account(s) are in good standing with the Fayette County Stormwater Utility.

2 - Credits shall be automatically applied to all parcels that meet the condition, as long as the property owner’s account is in good standing with Fayette County Stormwater Utility.

3 - Residential customers that are part of a larger common development (or subdivision) can collectively apply for credits detailed in the Georgia Stormwater Management Manual Unified Stormwater Sizing Criteria and in this Manual.

SECTION 2 - DEFINITIONS

Except as specifically defined in this manual, all words used in this title have their customary dictionary definitions. For the purpose of this document, certain words or terms used are defined as follows:

Best Management Practice (BMP): Schedules of activities, general good housekeeping practices, pollution prevention and educational practices, and maintenance procedures that prevent or reduce the discharge of pollutants directly or indirectly to stormwater, receiving waters, or stormwater conveyance systems. Best management practices also include treatment practices, flood controls, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.

Credit. A conditional reduction in the amount of a customer's stormwater user fee in recognition of a customer's efforts to mitigate the stormwater runoff impact that developed property has on the County's stormwater system.

County. The unincorporated jurisdictional boundaries of Fayette County, Georgia.

Developed Property. All real property containing 1,000 square feet or more of impervious area.

Georgia Stormwater Management Manual. A stormwater technical guidance manual published by the Atlanta Regional Commission. The 'Georgia Stormwater Management Manual' is hereby incorporated by reference into this ordinance.

Impervious Area/Impervious Surface. Areas or surfaces that prevent or impede the infiltration of stormwater into the soil. The following types of surfaces will be considered "impervious" for purposes of the Stormwater Utility: the projected area of buildings; asphalt-, concrete-, brick-, or stone-paved areas; improved vehicular drives and parking areas; compacted gravel and soil surfaces; fabric or plastic coverings; and other surfaces that prevent or impede the natural infiltration of stormwater runoff.

Non-Single Family Residential Property (NSFR). Developed property that consists of various non-residential land uses including, but not limited to: (1) multi-family, commercial, office/institutional, public, transportation, industrial, manufacturing and storage buildings and facilities; (2) parking lots, parks, public and private schools, universities and hospitals; (3) streets, roads, water and wastewater treatment plants; and (4) any other form of use not specifically defined as a single family residential property.

Service Charge/User Fee. A periodic rate, fee, or charge applicable to a parcel of land, reflective of the service provided by the Stormwater Utility. Service charges are based on measurable parameters that influence the Stormwater Utility's cost of providing services and facilities, with the most important factor being the amount of impervious area on each parcel of land, which is the user-rate fee charge. The use of impervious area as a service charge rate parameter shall not preclude the use of other parameters to determine the impact on the Stormwater Utility's cost of providing stormwater services. Stormwater service charges may also include special charges to the owners of particular properties for stormwater services uniquely related to a set of particular properties, including but not limited to on-site stormwater control systems, and an enhanced level of stormwater services above those normally provided by the County.

Single-Family Residential Property (SFR). Developed property containing at least one dwelling with one (1) or more bedrooms, a bathroom, and heating facilities, designed for occupancy by one or more persons, regardless of relationship, living as a single-family unit. Improved property may be classified

as single-family residential even if supplemental detached dwelling units are present that include but not limited to garages, carports, storage buildings and barns.

Stormwater. Rainfall that does not seep into the ground.

Stormwater Customers. All Fayette County property owners, including individuals, entities, partnerships, corporations, LLCs., etc.

Stormwater Drainage System. A system designed to provide adequate surface drainage that includes inlets, street and roadway gutters, ditches, small channels, swales and underground pipe.

Stormwater Services. All services provided by the County that relate to the:

1. Transfer, control, conveyance or movement of stormwater runoff through the portion of the stormwater system owned by Fayette County;
2. Maintenance, repair and replacement of existing stormwater drainage systems owned by Fayette County; or
3. Regulation of the use, maintenance and operation of all stormwater drainage systems.

Stormwater System. Any system designed or used for collecting and/or conveying stormwater into receiving rivers, streams, creeks, lakes, ponds and reservoirs, including but not limited to any roads or bridges with drainage structures, gutters, inlets catch basins, pipes, structural controls, ditches, swales, natural and man-made drainage channels, reservoirs, and other drainage structures, including dams.

Undeveloped Property. All real property with less than 1,000 square feet of impervious area.

SECTION 3 - STORMWATER USER-FEE CREDIT POLICIES

The County has established the following general policies regarding consideration and approval of stormwater user fee credits. Please refer to Section 19-103 of the Stormwater Services Ordinance for additional guidance and requirements pertaining to stormwater user fee credits.

- Credit applications for existing facilities may be submitted at any time. However, the credit will be applied retroactively to the first stormwater bill cycle only for those credit applications received within one year from the end of the month of the 2012 stormwater billing cycle. After that time it will be applied in the next billing cycle after the credit has been approved.
- Credit applications for new construction or redevelopment may be submitted once the best management practices are in place and are approved by the County, and the stormwater billing is scheduled.
- A group of customers can apply for a credit if:
 - the property owners enter a Memorandum of Agreement; and
 - all property signing the Memorandum of Agreement are served by the same best management practice(s).

Canceled and/or voided Memorandums of Agreement will result in loss of credit on the effected properties for the next billing cycle.

- A residential homeowner's association, or a common development such as a multi-family apartment complex and/or a manufactured home park, that has its own properly designed, constructed, and maintained stormwater best management practice(s) should contact the County Environmental Management Department to determine if the homeowner's association members, or common development customers, are eligible for a credit. For the purposes of the credit, the best management practice(s) must be located on a parcel that is platted within the common development and owned by the homeowner's association (or a single property owner within the subdivision or common development). Best management practice(s) located on County owned properties are not eligible for credits to private property owners. Additionally, best management practice(s) that the County maintains through a dedicated maintenance easement or other legal agreement, though lying within private property, cannot be used by the customer for credit purposes.
 - For the purposes of awarding the credit, the credit being considered must be in compliance for the entire common development and must meet this Manual's criteria.
 - Any resulting credit awarded will be divided among eligible customers within the homeowner's association or the common development.

SECTION 4 - STORMWATER CREDIT APPLICATION PROCESS

The application process for a stormwater user fee credit is as follows:

1. The customer shall obtain a copy of this manual (available online or in the Fayette County Stormwater Environmental Department) and determine if a credit is applicable to their property.
2. If applicable, the customer shall submit a completed application package (see Appendix) and an executed right of Entry Agreement, if need for inspection purposes.
3. The County will review the application package and notify the customer if the request is approved or denied within 30 days of receipt of the completed application. Incomplete application packages will not be considered by the County and will be returned to the customer for completion and/or revision. The County will send written notification when an application has been denied.
4. If the credit application is approved, the County will apply the stormwater user fee credit to the next customer billing cycle, except those applications submitted and approved before June 1, 2012. Applications submitted and approved before June 1, 2012 shall be retro-actively applied up to the time the user fee was initiated.
5. Once approved, the County may choose to conduct an onsite inspection of the applicant's property, or review non-structural practices, to ensure conformance to the manuals criteria. As such, the application shall include a Right-of-Entry (Appendix D.) The Right-of-Entry shall be valid for the entire time in which the credit is valid.

Note: Stormwater user fee credits expire automatically at the end of the credit term. It will be the responsibility of the customer to renew the credit at the appropriate time by resubmitting the application package for review and approval by the County. If a customer's account is not in good standing with Fayette County all credits will be voided. The property(s) owner will need to reapply for the credits once the account is in good standing.

SECTION 5 – CREDIT POLICY AND PROCEDURES

This section explains the procedures involved in applying for a stormwater user fee credit including step-by-step instructions and eligibility requirements for obtaining a Stormwater Utility credit.

Listed below are the stormwater user-fee credits that Stormwater Utility customers are eligible to apply for. Customers should follow the credit application procedures outlined below for each credit they desire to secure.

- Residential Environmental Technology
- Low-Impact Parcel
- No-impact Parcel
- Residential Pond
- Natural Area Preservation
- Water Resources Education Programs
- Unified Stormwater Sizing Criteria
 - Management of Stormwater Runoff Channel Protection Volume
 - Management of Stormwater Runoff Overbank Flood Protection Volume
 - Management of Stormwater Runoff Extreme Flood Protection Volume

In order to receive credits, the customer shall continue to conduct maintenance on all structural credits and will provide Fayette County Environmental Management Department with the appropriate information and inspection documentation.

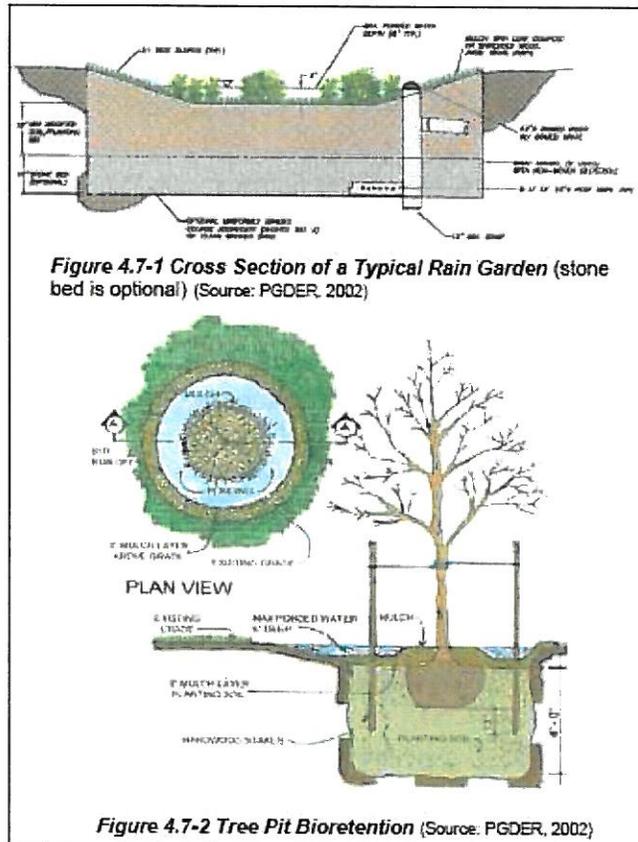
Residential Environmental Technology (10% credit for 3 years)

Eligible Customer Classes: Single Family Residential

This credit shall be applied to eligible, county-approved residential environmental technologies. These may include but are not limited to cisterns, rain gardens, pervious pavements, etc. Home owners should work with the Environmental Management Department to select the appropriate residential environmental technology. All residential environmental technologies shall be designed using the Georgia Stormwater Management Manual standards; if the Georgia Stormwater Management Manual does not have a standard for a technology, other technical documentation may be used at the discretion of Fayette County.

The credit shall be applied once documentation has been approved by the Environmental Management Department confirming installation of the residential environmental technology.

The customer shall continue to maintain the residential environmental technology during the full credit term of three years. Renewal of the stormwater user fee credit shall be in accordance with the procedures outlined in this Manual.



Low-Impact Parcel (10%, 15%, 20%, or 25% credit for 5 years)

Eligible Customer Classes: Single Family Residential

There are areas in the County where the amount of impervious area in comparison to the total lot size reduces runoff impacts.

A credit of 10% shall apply automatically to all single family residential customers whose parcels are larger than 2 acres and their impervious area is less than 10% of the total parcel.

A credit of 15% shall apply automatically to all single family residential customers whose parcels are larger than 5 acres and their impervious area is less than 10% of the total parcel.

A credit of 20% shall apply automatically to all single family residential customers whose parcels are larger than 10 acres and their impervious area is less than 10% of the total parcel.

A credit of 25% shall apply automatically to all single family residential customers whose parcels are larger than 15 acres and their impervious area is less than 10% of the total parcel.

Note: If the stormwater utility account is delinquent the credit will be revoked and the customer will have to reapply for the credit.



No-Impact Parcel (100%)

Eligible Customer Classes: Single and Non-Single Family Residential



A property or site that does not contribute stormwater runoff to the County's public drainage system either directly or indirectly may be eligible for a no-impact stormwater user fee credit.

The no-impact parcel credit is available to customers who demonstrate the stormwater runoff leaving the property does not drain or discharge to a County-owned drainage system and/or water supply watershed at any point downstream and ultimately drains or discharges to a drainage system of another local government. (Defined by Rules of Georgia Department of Natural Resources Environmental Protection Division Chapter 391-3-16 Rules for Environmental Planning Criteria.)

A credit of up to 100% will automatically be applied to all No-Impact Parcels.

Residential Pond Credit (10% credit for 1 year)

Eligible Customer Classes: Single Family Residential

Customers are eligible for a stormwater user fee credit if the customer owns a pond that meets the following criteria:

- constructed prior to 2010 or built in accordance with all Federal, State and Local regulations;
- located entirely on a parcel with more than 2 acres; and,
- the pond's water surface area must be greater than or equal to the amount of impervious area on the parcel;



The customer shall provide the county with all applicable documentation that supports the criteria listed above including a signed annual inspection. All applicants for the residential pond credit can receive information on pond and dam/impoundment maintenance from the Environmental Management Department.

Natural Area Preservation (20% for the Easement Duration)

Eligible Customer Classes: Single and Non-Single Family Residential

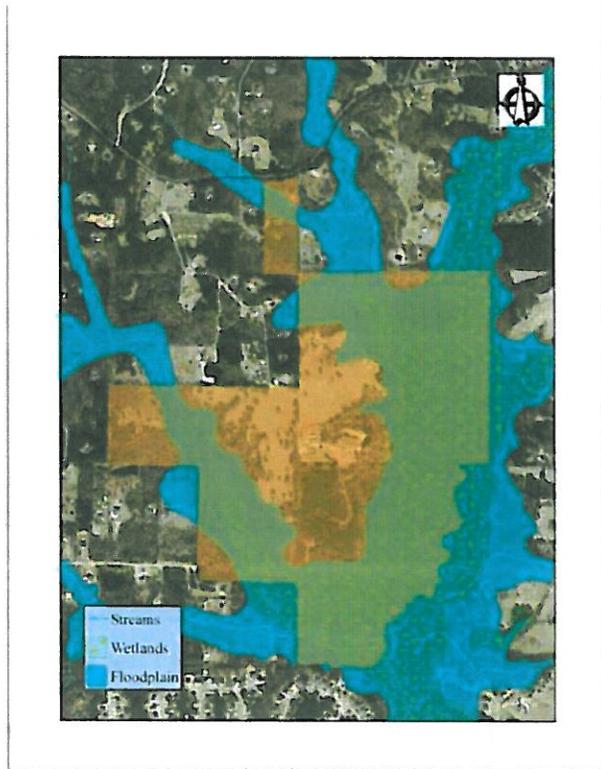
A stormwater credit may be granted when undisturbed natural areas are conserved on a site, thereby retaining their pre-development hydrologic and water quality characteristics. These areas can include:

- Undeveloped land;
- Federally recognized wetlands;
- Lands containing Federally Endangered Species;
- Undeveloped lands within stream buffers and/or floodplains; and
- Constructed stormwater wetlands.

The natural area must have a minimum contiguous area of 1 acre and must be located within an acceptable conservation easement instrument that ensures perpetual protection of the proposed area.

The customer shall provide the County all applicable documentation regarding the conservation easement instrument, including, but not limited to, a plat of the proposed area with the deed book and page number as recorded at the Clerk of Court's office.

The customer is eligible to receive a 1% credit for every 1% of the total area of the parcel that is permanently protected, up to 20%. The credit is valid for the indicated duration of the conservation easement instrument.



Water Resources Education (50% for 1 year)

Eligible Customer **Classes: Non-Single Family Residential**



The County encourages and supports the efforts of both public and private organizations to educate and inform the public on the importance of water conservation and water resources issues.

The Water Resources Education Program credit is available for educational services in all public or private K-12 educational systems. The education program must be consistent with the County's approved stormwater management education program and must also be pre-approved by the County. The credit shall be available to eligible customers that teach at least 500 participants in an

approved Water Resources Education Program.

The program must address the following elements: stormwater runoff/pollution prevention or water conservation.

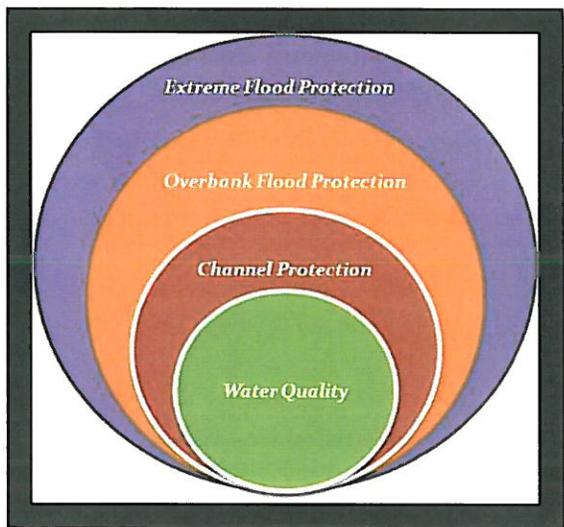
The person responsible for the customer account shall certify to the County Stormwater Utility Manager, that a water resources based curriculum is being taught at the facility and provide detailed documentation verifying the program.

A 50% credit off the stormwater user fee is available for the Water Resources Education credit for a period of five years.

Unified Stormwater Sizing Criteria (up to 45%)

Eligible Customer Classes: Non-Single Family Residential*

**Single Family Residential customers that are part of a larger common development (or subdivision) can collectively apply for the credits related to the Georgia Stormwater Management Manual Unified Stormwater Sizing Criteria after consultation with the Environmental Management Department to establish potential eligibility.*



The Unified Stormwater Sizing Criteria is an integrated approach to addressing stormwater runoff impacts associated with both water quality and quantity issues. Each of the unified stormwater sizing criteria is intended to be used in conjunction with the others to address the overall stormwater runoff impacts from a development site. When used as an overall set of criteria, the unified stormwater sizing criteria controls and manages the entire range of stormwater runoff events from the smallest storm events to the largest storm events (i.e. the 100- year storm).

The customer shall provide a hydrology report (or comparable document) prepared and sealed by a Georgia Professional Engineer or Professional Hydrologist demonstrating compliance with the requirements and criteria outlined herein. Table 3 presents each treatment level with a description of each, as provided in the Georgia Stormwater Management Manual.

Treatment Level	Credit	Criteria Description
Channel Protection	15%	Provide extended detention for rainfalls up to the 24-hour, 1-year storm event. Retained water is released over a period of 24 hours to reduce bankfull flows and protect downstream channels from erosive velocities and unstable conditions.
Overbank Flood Protection	15%	Provide peak discharge control of the 24-hour, 25-year storm event such that the post-development peak rate does not exceed the predevelopment rate to reduce overbank flooding.
Extreme Flood Protection	15%	Evaluate the effects of the 24-hour, 100-year storm on the stormwater system, adjacent property, and downstream facilities and properties. Manage the impacts of the extreme storm event through detention controls and/or floodplain management.

Note: The criteria description for each stormwater runoff treatment level is in general accordance with information published in the Georgia Stormwater Management Manual.

A 15% credit off the stormwater user fee per the unified stormwater sizing criteria element is available for a period of three years.

The customer shall continue to conduct maintenance as per the maintenance plan provided with the original application. The customer may reapply for the credit every three years. If a customer is reapplying for the unified stormwater sizing criteria credit and site conditions have not

changed since the original application, the application only needs to include a copy of the original design information and certification that all the necessary maintenance has been performed per the maintenance plan for re-issuance of the credit. If significant changes to the site layout and/or site stormwater controls has occurred, the County may request design information be updated to document compliance with Manual criteria.

In order to maintain eligibility for the credit, the customer must properly maintain the onsite stormwater controls documented in the credit application for the term specified in the Manual. Furthermore, all stormwater control design, construction and maintenance shall be done in strict accordance with the County's current ordinances and design standards related to post-development stormwater management.

STORMWATER USER FEE CREDIT APPLICATION FORMS AND OTHER MISCELLANEOUS FORMS

Stormwater user fee credit applications are required to secure approval of all credits offered in this Manual. The forms and documents attached to the appendices are summarized below.

Appendix A includes the credit application form for single family residential stormwater user fee credits described in this Manual.

Appendix B includes the credit application form for the non-single family residential stormwater user fee credits described in this Manual.

Appendix C includes the credit application forms for each available credit.

Appendix D includes miscellaneous forms required as part of the stormwater user fee credit application process, including a Right-of-Entry Agreement.

Stormwater Utility Credit Technical Manual
Appendix A
Single Family Residential Credit Application



General Customer Information

Name
Street Address
City ST ZIP Code
Home Phone
E-Mail Address
Stormwater Utility Account Number

Property Information

Parcel ID Number
Parcel Street Address
City ST ZIP Code
Authorized Contact (if different than owner)

Credit to be applied (please include applicable forms and include with this application)

- Residential Environmental Technology
- No Impact Parcel
- Pond Credit
- Low-Impact Parcel
- Natural Area Preservation

Authorization

I hereby request Fayette County to review this application for a stormwater service fee credit. I further authorize the County to investigate the impervious area characteristics of the above identified parcel for the purpose of assessment for a stormwater user fee credit. I certify that I have authority to make such a request and grant such authority for this property. The attached information is true and correct to the best of my knowledge and belief. I agree to provide corrected information should there be any change in the information provided herein. (The financially responsible person must sign this form if an individual, or if not an individual, by an officer, director, partner, or registered agent with authority to execute instruments for the financially responsible person).

Type or print name

Title or Authority

Signature

Date

Approval:

Stormwater Manager

Date

***Stormwater Utility Credit Technical Manual
Appendix B
Non-Single family Residential Credit Application***



General Information

Name	_____
Street Address	_____
City ST ZIP Code	_____
Home Phone	_____
E-Mail Address	_____
Stormwater Utility Account Number	_____

Property Information

Parcel ID Number	_____
Parcel Street Address	_____
City ST ZIP Code	_____
Authorized Contact (if different than owner)	Click here to enter text.

Credit to be applied (please include applicable forms and include with this application)

- | | |
|---|--|
| <input type="checkbox"/> Natural Area Preservation | <input type="checkbox"/> Channel Protection |
| <input type="checkbox"/> Water Resources Education Programs | <input type="checkbox"/> Overbank Flood Protection |
| <input type="checkbox"/> No Impact Parcel | <input type="checkbox"/> Extreme Flood Protection |

Authorization

I hereby request Fayette County to review this application for a stormwater service fee credit. I further authorize the County to investigate the impervious area characteristics of the above identified parcel for the purpose of assessment for a stormwater user fee credit. I certify that I have authority to make such a request and grant such authority for this property. The attached information is true and correct to the best of my knowledge and belief. I agree to provide corrected information should there be any change in the information provided herein. (The financially responsible person must sign this form if an individual, or if not an individual by an officer, director, partner, or registered agent with authority to execute instruments for the financially responsible person).

Type or print name

Title or Authority

Signature

Date

Approval:

Stormwater Manager

Date

Stormwater Utility Credit Technical Manual
Appendix C
Credit Forms



General Information

Stormwater Utility Account Number

Environmental Technology to be utilized

- Cistern(s)
- Rain garden(s)
- Pervious Pavement
- Bioretention Area(s)
- Vegetated (Green) Roof
- Other: _____

Submittal Requirements

- Site Plan
- Structural Design
- Maintenance Schedule
- Installation Date: _____

Type or print name

Title or Authority

Signature

Date

Approval:

Stormwater Manager

Date

Fayette County

Low-Impact Parcel Application Form



General Information

Stormwater Utility Account Number _____

Submittal Requirements

- Parcel Acreage: _____
- Impervious Area: _____
- Percent Imperviousness: _____

Type or print name

Title or Authority

Signature

Date

Staff Use Only Credit Amount: <input type="checkbox"/> 10% Credit <input type="checkbox"/> 15% Credit <input type="checkbox"/> 20% Credit <input type="checkbox"/> 25% Credit

Approval:

Stormwater Manager

Date

Fayette County

Residential Pond Application Form



General Information

Stormwater Utility Account Number _____

Submittal Requirements

Pond Build Date: _____

(With supporting documentation)

Parcel Acreage: _____

Impervious Area: _____

Pond Surface Area: _____

(With supporting documentation)

Type or print name

Title or Authority

Signature

Date

Approval:

Stormwater Manager

Date



General Information

Stormwater Utility Account Number _____

Type of Natural Area for Preservation

- Undeveloped land in its natural state
- Federally recognized wetlands
- Lands containing Federally Endangered Species (including documentation)
- Undeveloped lands within stream buffers and/or floodplains
- Constructed stormwater wetlands
- Other: _____

Submittal Requirements

- Site Plan
- Amount of Area in Preservation
- Documentation Submitted to the Clerk's Office
- Page Book: _____ Page Number: _____

Type or print name

Title or Authority

Signature

Date

Approval:

Stormwater Manager

Date



General Information

Stormwater Utility Account Number _____

Submittal Requirements

- Approximate Number of Students: _____
- Curriculum Detail Attachment

Type or print name

Title or Authority

Signature

Date

Approval:

Stormwater Manager

Date

Fayette County

Unified Stormwater Sizing Criteria Application Form



General Information

Stormwater Utility Account Number _____

Type Sizing Criteria

- Water Quality
- Channel Protection
- Overbank Flood Protection
- Extreme Flood Protection

Submittal Requirements

- Site Plan
- Hydrology Study
- Inspection and Maintenance Plan
- Installation and Maintenance Date: _____

Type or print name

Title or Authority

Signature

Date

Staff Use Only

Credit Amount:

- 10% Credit 20% Credit 30% Credit 40% Credit

Approval:

Stormwater Manager

Date

Stormwater Utility Credit Technical Manual
Appendix D
Right-of-Entry Agreement

RIGHT OF ENTRY AGREEMENT

STATE OF GEORGIA FAYETTE COUNTY

I/We _____, the owner and/or tenant (circle which one or both) of the property commonly identified as _____, Fayette County, State of Georgia, do hereby grant and give freely and without coercion, the right of access and entry to said property to the Fayette County, its agents, contractors, and subcontractors thereof, for the purpose of performing necessary evaluations of onsite stormwater facilities, controls and site activities related to stormwater runoff management on _____ (hereinafter "property") located in Fayette County, Georgia.

It is fully understood that this agreement shall not constitute or in any way be construed as to obligate Fayette County to perform any work on the above described property. The undersigned agrees and warrants to waive and hold harmless Fayette County, its agents, contractors, and subcontractors, for damage of any type, or any claim or action, either legal or equitable that might arise out of any activities on the above described property that are conducted by Fayette County, its agents, contractors and subcontractors, pursuant to this Agreement.

In consideration of this Right of Entry Agreement and the rights granted to Fayette County herein, the receipt and sufficiency of which is hereby acknowledged, Fayette County agrees, to perform only visual evaluations, and review pertinent property records and information, necessary to verify stormwater user fee credit eligibility.

I/We, will not receive(d) any monetary compensation or any other consideration for this Right of Entry agreement other than the visual inspection expressly contained herein.

Any interference by the property owner of Fayette County's right of entry will immediately terminate Fayette County's obligation to perform any further work on the property and the property owner will be responsible for completing the work described herein at their own expense.

For the considerations and purposes set forth herein, I set my hand this _____ day of _____ 20____.

Witness

Notary

Owner

Owner

Address

