



# User's Manual

WSPS: Water & Sewer Permitting System  
Repair/Relay Permit Applications

WSPS Support  
[wsp@dep.nyc.gov](mailto:wsp@dep.nyc.gov)  
(718) 595-3088

Version 1.0  
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## Overview

The NYC Department of Environmental Protection (DEP) Bureau of Water & Sewer Operations Permitting System (WSPS) allows applicants to electronically file (e-file) permit applications for water and sewer repair and relays that are “in-kind”. An e-filing user (for this system, a licensed master plumber) may commence filing of applications as soon as they are registered in the system.

The new system does not change any of the applicable rules associated with the regular filing of an application for permit as contained in the Rules of the City of New York Title 15, Chapter 20, “Rules Governing and Restricting the Use and Supply of Water”, and in Chapter 31, “Rules Governing House/Site Connections to the Sewer System”. The system was created to make the permitting process for these types of permits more efficient.

### *WSPS in brief*

WSPS is a program that provides for the filing of permit applications with DEP electronically. Currently, the system can be used for repair and relay applications for both “in-kind” water and sewer cases the City of New York.

### *Benefits of the system*

There are many benefits to e-filing for Licensed Master Plumber’s (LMP) and their clients. Permit applications can be created and filed on any day of the week at any hour from virtually anywhere. When an electronic application is submitted, it is sent to a queue virtually for immediate review by DEP staff. The status of the application is accessible at any time by logging into the User’s account. The system is very easy to learn and use. The system provides instantaneous notice by e-mail to the participating User whenever an application has been accepted and whenever the status changes.

## Registration/Passwords

In order to file permit applications on the system, a User must be a LMP in NYC who has registered to file applications on the WSPS. In order to register, a person must complete and submit an “Authentication Form” which must be signed and attested by a NYS Notary Public. This request must be submitted in person (with proper identification, e.g. driver’s license, passport, government issued ID) to DEP by the LMP. The request will be checked for completeness and the identification of the LMP will be verified. The approval of this registration will result in the issuance of an e-mail to the Filing User containing a temporary login password. During the first login attempt, the User will be prompted to change their password, and confirm the new password. Once these steps are completed, the User will be able to start working on applications to e-file.

The User’s contact information will be provided from the NYC Department of Building (DOB). It is important that the primary address and telephone number associated with the User’s plumbing license be kept up to date with DOB. If the User’s plumbing license is not active, surrendered, or expired, the system will generate an error message and the application will not be submitted to DEP.

## Software/Hardware Requirements

The current minimum requirements for filing are: a computer with Internet access (disable pop-up blockers), a printer, and Adobe Acrobat software, or similar (to convert documents formatted by word processor to portable document format (PDF)).

An internet browser is a program that allows you to access pages on the World Wide Web. The WSPS application was developed specifically to take advantage of the features available within **Internet Explorer 7.0** or higher. Other browsers, such as FireFox and Netscape, are not supported at this time. You can download the latest version of Internet Explorer, free of charge, at <http://www.microsoft.com/windows/ie/downloads/default.msp>.

## Cookies

The user must have cookies enabled to use the system. The WSPS website uses **session** cookies and only retains information until all user browsers are closed and the session is thus ended. The WSPS web site does not write any data to the user's hard drive. The exception to this is if a user selects to save a PDF of a permit.

## Pop-up Blockers

If you have a pop-up blocker installed, you will need to allow pop-ups from the WSPS Web site. If you do not have a pop-up blocker installed, you can skip to the next section.

To allow pop-ups from the WSPS Web site using **Internet Explorer 7.0**, follow these procedures:

**Step 1.** On the Internet Explorer main menu, select **tools** and then **pop-up blocker**. The Internet Options window displays.

**Step 2.** Click turn **off pop-up blocker**.

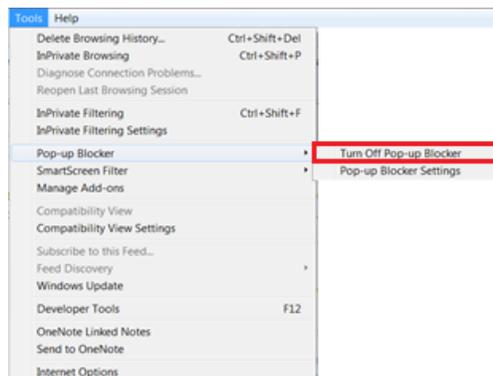


Figure1

## How to access the system

The web address of WSPS is [www.nyc.gov/dep/wsps](http://www.nyc.gov/dep/wsps).

To login to WSPS, enter your email address and password in the appropriate fields. After entering the information click on the **Login** button. Please note that the password is case sensitive.



### Water & Sewer Permitting System (WSPS)

**Attention:** For any questions, problems, and feedback, please email: <mailto:wsp@dep.nyc.gov>. Contact number: 718-595-3088

The image shows the login and registration interface of the WSPS system. It is divided into two main sections. The left section, titled 'Registered Customers : Log In', has a light blue background and contains two white input fields for 'Email:' and 'Password:'. Below these fields is a red 'LOGIN' button with white text. Underneath the button is a blue link that says 'Forgot Your Password?'. The right section has a dark blue background and contains the text 'New Customers' at the top, followed by 'Register at DEP with License' in white text.

**Welcome to the Water & Sewer Permitting System.** This online tool helps you prepare, submit and get water/sewer permits. From here you can:

- **Submit your application online:** You can submit your application on line instead of going to DEP personally.

Figure 2

## System Timeout

The System times out after it has been inactive for sixty minutes or more. The following message displays, informing you to re-log into the system.

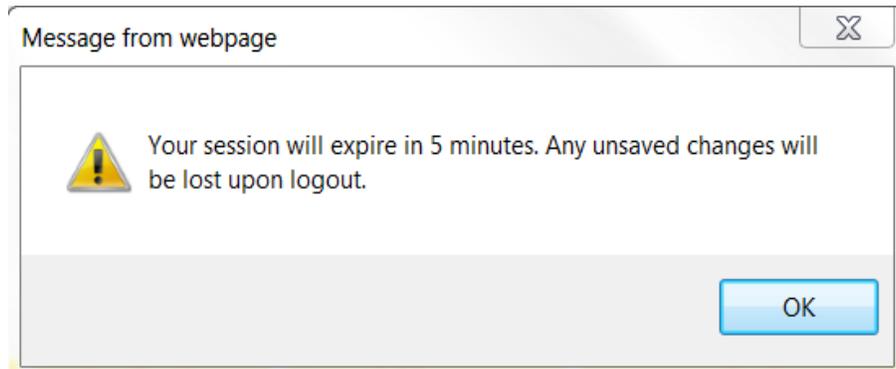


Figure 3

## Retrieving a lost password

To retrieve a lost password, click on the password recovery link, **Forgot Your Password?**.



## Water & Sewer Permitting System (WSPS)

**Attention:** For any questions, problems, and feedback, please email: [mailto:wsp@dep.nyc.gov](mailto:mailto:wsp@dep.nyc.gov). Contact number: 718-595-3088

A screenshot of the Water & Sewer Permitting System (WSPS) login and registration page. The page is split into two main sections. The left section, titled "Registered Customers : Log In", contains two input fields for "Email:" and "Password:", a "LOGIN" button, and a link for "Forgot Your Password?". The right section is a dark blue box titled "New Customers" with the text "Register at DEP with License".

Welcome to the Water & Sewer Permitting System. This online tool helps you prepare, submit and get water/sewer permits. From here you can:

- **Submit your application online:** You can submit your application on line instead of going to DEP personally.

Figure 4



## Water & Sewer Permitting System (WSPS)

**PROVIDE YOUR EMAIL ADDRESS TO RETRIEVE YOUR PASSWORD**

Your email address:

wpsuser@dep.nyc.gov \*

\* Required Field

**Helpful Information**

To have your password sent to you, type the full email address you used to sign in to your WSPS account.

Send Password Cancel

**Figure 5**

After entering the email address associated with account, click **Send Password**. Your password will be sent via email immediately.

### Main Menu

The main menu screen contains information on all applications entered into the system by the user. Applications which appear in the **Request in Progress** are those which have been started but not submitted to DEP. Applications **In Draft Stage** can be edited or deleted. Applications in the **Requested Submitted** section are applications which have been successfully submitted to DEP. Once an application has been submitted to DEP it cannot be deleted or edited.

First-time Users will see a screen similar to the one below, with no current applications in the system.

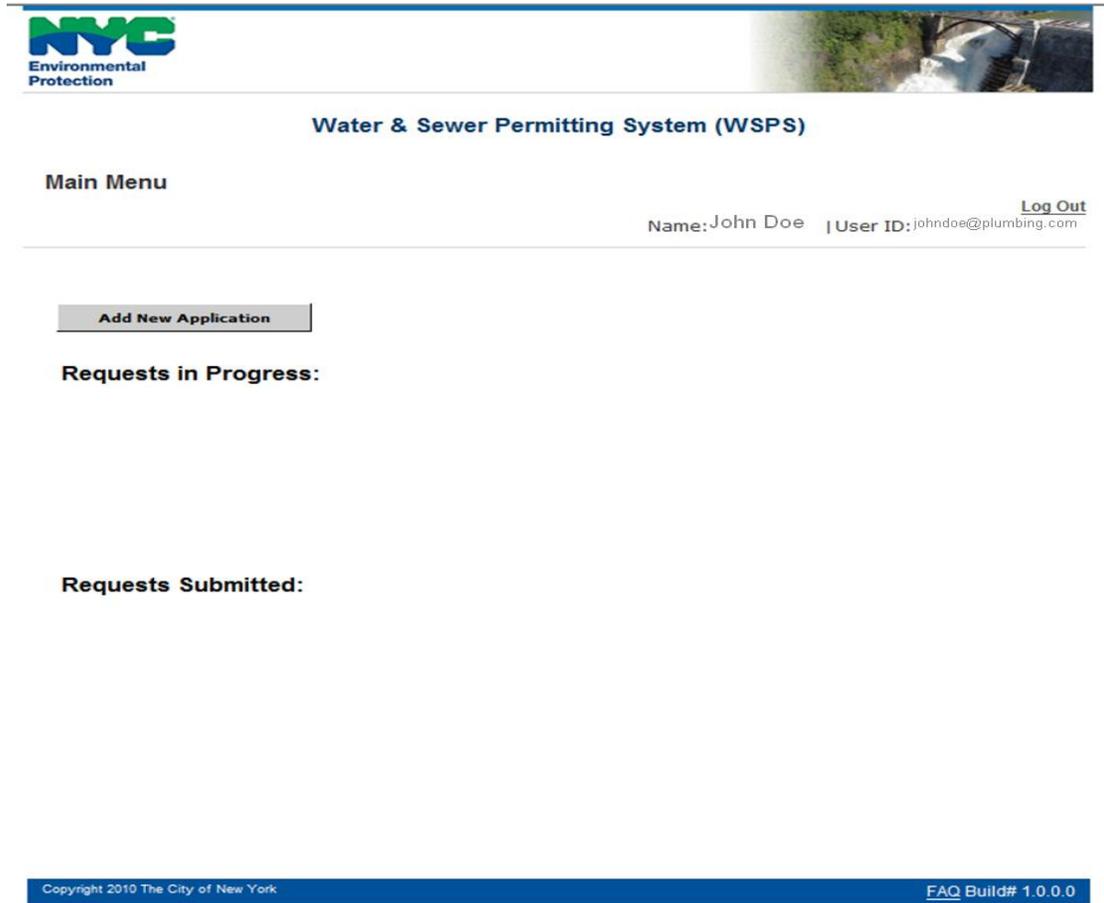


Figure 6

## Start a new application

To start a new application, the User should click on the **Add New Application** button on the **Main Menu**.



### Water & Sewer Permitting System (WSPS)

#### Main Menu

[Log Out](#)

Name: John Doe

| User ID: johndoe@eptumbing.com

**Add New Application**

#### Requests in Progress:

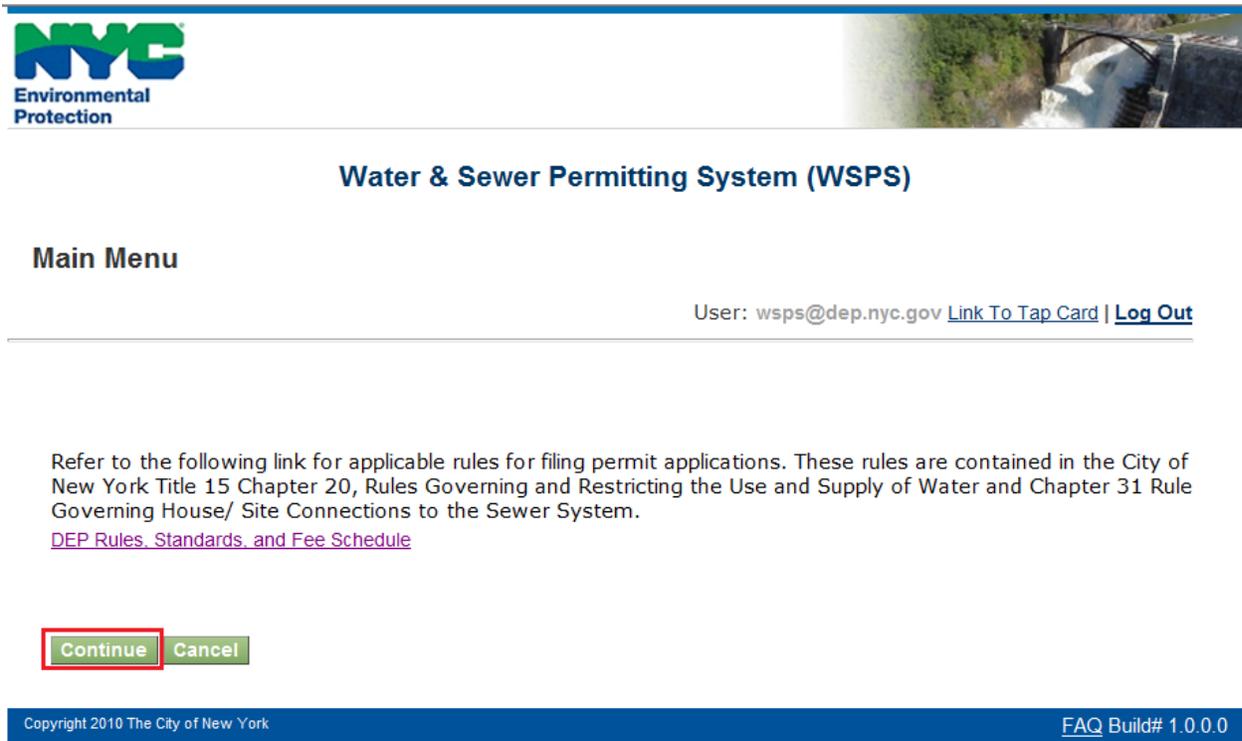
ID	Date Created	Application	Address	Status	Activity
252	1/28/2011 10:47:38 AM	Water-Relay	5917 junction blvd Queens	In Draft Stage	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Submit</a>
251	1/28/2011 10:46:27 AM	Water-Relay	5917 junction blvd Queens	In Draft Stage	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Submit</a>

#### Requests Submitted:

ID	Date Created	Application	Address	Status	Activity
248	1/26/2011 8:21:47 AM	Water-Relay	5917 Junction Boulevard Queens	Review in Progress	Review In Progress <a href="#">Tap Card</a>
240	1/24/2011 11:00:14 AM	Water-Relay	5917 Junction Boulevard Queens	Review in Progress	Review In Progress <a href="#">Tap Card</a>
239	1/21/2011 2:59:44 PM	Sewer-Relay	5610 94th street Queens	Review in Progress	Review In Progress <a href="#">Tap Card</a>
238	1/21/2011 2:09:37 PM	Sewer-Relay	5610 94th Street Queens	Approved	<a href="#">Get Permit</a> <a href="#">Tap Card</a>

Figure 7

Before you begin an application, you can click the **DEP Rules, Standards, and Fee Schedule** to get criteria regarding repair and relay applications. To continue with a new application, click **Continue** to be directed to the permit application page.



**Figure 8**

## Completing the form

For more information on a particular field, click on the link below the field **Click to show help text**.

Several of the fields in the application are of general applicability; these include the fields under Property Information, Plumber, and Owner Information. General fields can be found in Step 4 -8 of **Permit to Repair a Water Service Line** and are repeated as such for all other types of applications.

### Permit to Repair a Water Service Line

Step 1: To begin, select **Water** from the **Form Type** drop down list

**Permit Application**

<b>Form Type</b>	Water <span style="float: right;">▼</span>
	Select ...
	Sewer
	Water

**Figure 9**

Step 2: When the form selection is made, the User must select **Repair** from the **Application for** in the **Property Information** Section.

**Property Information**

Application for	<input type="text" value="Select Type..."/>
	<input type="text" value="Select Type..."/>
	<input type="text" value="Relay"/>
	<input type="text" value="Repair"/>

Figure 10

Step 3: Applications for **Repair** will prompt the **Repair Type** drop down list. Select the appropriate **Repair Type** for the application.

**Property Information**

Application for	<input type="text" value="Repair"/>
Repair Type	<input type="text" value="Select ..."/>
Property Use	<input type="text" value="Water Service"/>
	<input type="text" value="Curb valve"/>
	<input type="text" value="Curb box"/>
	<input type="text" value="Main Control Valve"/>
	<input type="text" value="OS &amp; Y Valve"/>
	<input type="text" value="Tap hole"/>
	<input type="text" value="Goose neck"/>

Figure 11

Step 4: Select the **Property Use** from the drop down list below.

**Property Information**

Application for	<input type="text" value="Repair"/>
Repair Type	<input type="text" value="Select ..."/>
Property Use	<input type="text" value="Select ..."/>
	<input type="text" value="1 Family"/>
	<input type="text" value="2 Family"/>
	<input type="text" value="3 Family"/>
	<input type="text" value="Mixed Use"/>
	<input type="text" value="Multiple Dwelling"/>
	<input type="text" value="Commercial"/>
	<input type="text" value="Industrial"/>

Figure 12

Step 5: Specify the Use of the subject property (e.g. Dry Cleaner, Church, Garage, etc.), in the **Specify Use** field.

Property Information	
Application for	Repair
Repair Type	Water Service
Property Use	1 Family
Specify Use (e.g. Dry Cleaner, Church, Garage, etc.)	Residential

Figure 13

Step 6: Complete the required fields **Address Number, Street Name and Borough** and select the **Auto Complete Address** button. The system will now validate and geocode the address. It will return the Zip Code, Block and Lot numbers. The **Address AKA** and **Location of Connection** are optional fields.

Property Information	
Application for	Repair
Repair Type	Water Service
Property Use	1 Family
Specify Use (e.g. Dry Cleaner, Church, Garage, etc.)	Residential
Address Number	793
Street Name	East 51st Street
Borough	Brooklyn
State	NY
	<b>Auto Complete Address</b>
Zip Code	11203
Block	07927
Lot	0038
Address AKA (if applicable)	
Location of Connection (Cut on street if different from above)	

Figure 14

Step 7: Based on the license number supplied on the Authentication Form submitted to the Department, the **Plumber** section is automatically populated with the User’s information which DEP obtains from DOB data on the license number associated with the User. The User must choose the **Company Name** connected with the application. Once the **Company Name** is selected from the drop-down list the contact information for that business will populate into the corresponding fields, see Figure 15.

Plumber	
Name	DEP TEST
License Number	999999
CIS Account Number	123556
Email	wsps@dep.nyc.gov
Company Name	PLUMBING ▾
Business Address	280 BROADWAY
City	NY
State	NY
Zip Code	10007
Telephone no.	2125664327
Fax no.	

Data provided by DOB

Figure 15

Step 8: Complete the all fields in the **Property Owner** section. Be sure to provide the owner’s information correctly. The owner’s information must match DEP’s billing records.

Property Owner	
Name	John Marr
Address	151-41 26th Avenue
City	Flushing
State	NY
Zip Code	11354

Figure 16

Step 9: Complete all fields in the **Water Information** section. This section relates to applications for **Repair** of a water service line. Answer the required question, **Are there multiple services? If, yes, provide the meter number or specify what the line is supplying (e.g. sprinkler, cooling tower, etc.)** also indicate the **Length of service to be repaired**. Specify the water **Service Type** and **Service size** by choosing from the drop-down lists. Once all fields are completed click **Save**, see Figure 17.

### Water Information

Service Type	Combined
Are there multiple services?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If yes, Provide meter number or specify what the line is servicing (e.g. cooling tower, well meter, etc.)	<input type="text"/>
Length of service to be repaired	10
Service Size	1"

SAVE

Figure 17

### Permit to Repair a Sewer Connection

Step 1: To begin, select **Sewer** from the **Form Type** drop down list

### Permit Application

Form Type	Sewer
	Select
	Sewer
	Water

Figure 18

Step 2: Follow the procedure outlined in Step2 of the Permit to Repair a Water Service Line.

Step 3: Select the appropriate **Repair Type** for the application.

### Property Information

Application for	Repair
Repair Type	Select ...
	Select ...
	Sewer Connection
	Catch Basin
	Catch Basin Connection
	Manhole

Figure 19

Step 4: The property information required for the sewer application is the same as that required for the water service application. See and follow the procedure outlined in Steps 4-8 of the Permit to Repair a Water Service Line section of this document.

Step 5: Complete the all fields in the **Sewer Information** section. This section relates to applications for **Repair** of a sewer connection. Complete the fields, **Type of the sewer house connection is?** **Type of sewer connected to?** **Specify the size of the sewer connection and the Length of service to be repaired?** Once all fields are completed click **Save**.

**Sewer Information**

Type of the sewer house connection is?	Combined
Type of sewer connected to?	Combined
Size of the sewer house connection is? Note: The min. service size in Manhattan is 8" all other Boroughs 6")	6
Length of service to be repaired?	10

**SAVE**

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Figure 20

### Permit to Relay a Water Service Line

Step 1: To begin, select **Water** from the **Form Type** drop down list as shown in Figure 18.

Step 2: Follow the procedure outlined in Step 2 of the Permit to Repair a Water Service Line.

Step 3: Follow the procedure outlined in Steps 4-8 of the Permit to Repair a Water Service Line.

Step 4: Complete the all fields in the **Water Information** section. This section relates to applications for **Relay** of a water service line. Answer required question **Are there multiple services?** **If, yes, provide meter number or specify what the line is servicing (e.g. cooling tower, well meter, etc.).** Specify the water **Service type** and **Service size** by choosing from the drop-down lists. Once all fields are completed click **Save**.

**Water Information**

Service Type	Combined
Are there multiple services?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If yes, Provide meter number or specify what the line is servicing (e.g. cooling tower, well meter, etc.)	
Service Size	1"

**SAVE**

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Figure 21

## Permit to Relay a Sewer Connection

Step 1: To begin, select **Sewer** from the **Form Type** drop down list as shown in Figure 9.

Step 2: Follow the procedure outlined in Step 2 of the Permit to Repair a Water Service Line.

Step 3: Follow the procedure outlined in Steps 4-8 of the Permit to Repair a Water Service Line.

Step 5: Complete the all fields in the **Sewer Information** section. This section relates to applications for **Relay** of a sewer connection. Answer required question **Are there multiple services? If, yes, provide meter number or specify what the line is servicing (e.g. cooling tower, well meter, etc.)**. Specify the water **Service type** and **Service size** by choosing from the drop-down lists. Once all fields are completed click **Save**.

**Sewer Information**

Type of the sewer house connection is?	Combined
Type of sewer connected to?	Combined
Size of the sewer house connection is? Note: The min. service size in Manhattan is 8" all other Boroughs 6"	6

**SAVE**

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Figure 22

## Submitting an application

Once an application has been created it can be submitted by selecting the **Submit** link under **Activity** in the **Requests in Progress** section. Before an application can be submitted, the user must read and agree to the acknowledgment by checking the box **I have read and agreed to the above text**.

If there are errors within the application, they will be outlined at the top of **Main Menu** see Figure 23.

**Permit Application**

[Return to Main Menu](#) | [Log Out](#)  
Name: John Doe | User ID: johndoe@eplumbing.com

**Your request has the following errors:**

- Specify Property Use: Field is blank.
- Property Zip: Field is blank.
- Property Block: Field is blank.
- Property Lot: Field is blank.
- Property Owner Name: Field is blank.
- Property Owner Address: Field is blank.
- Property Owner City: Field is blank.
- Property Owner State: Field is blank.
- Property Owner Zip: Field is blank.

**Form Type** Water

**Property Information**

Application for Relay

Property Use Mixed Use

Specify Use (e.g. Dry Cleaner, Church, Garage, etc.)

Address Number 96-05

Figure 23

If no errors are found, you will see a note on the screen alerting you that you must confirm the application as shown in Figure 24.

**NYC Environmental Protection**

[Log Out](#)  
Name: John Doe | User ID: johndoe@eplumbing.com

**Water & Sewer Permitting System (WSPS)**

**Main Menu**

Thank you for using WSPS. An email has been sent to you. Please confirm the application in order for DEP to process it.

[Add New Application](#)

**Requests in Progress:**

ID	Date Created	Application	Address	Status	Activity
252	1/28/2011 10:47:38 AM	Water-Relay	5917 junction blvd Queens	In Draft Stage	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Submit</a>
251	1/28/2011 10:46:27 AM	Water-Relay	5917 junction blvd Queens	In Draft Stage	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Submit</a>

**Requests Submitted:**

ID	Date Created	Application	Address	Status	Activity
248	1/26/2011 8:21:47 AM	Water-Relay	5917 Junction Boulevard Queens	Review in Progress	<a href="#">Review In Progress</a> <a href="#">Tap Card</a>

Figure 24

To confirm the application, click on the link provided on the email sent from WSPS see Figure 25.

**From:** wsp@dep.nyc.gov [mailto:wsp@dep.nyc.gov]  
**Sent:** Monday, December 13, 2010 3:46 PM  
**To:** Doe, John  
**Subject:** Permit Review

Mr/Ms John Doe,

The Water and Sewer Permitting System has received an application ID # :164 from your account. The application will be in pending status until you confirm that you submitted the application.

To confirm the application, please click on the link below and you will be directed back to your application for confirmation.

<http://permitconfirmation/confirmation.aspx?q=aWQ9MTY0Jm1vZGU9Y2hly2s=>

If the hyperlink does not display application by clicking on it, cut and paste the entire link to your browser.

If you did not submit this request, please contact DEP or send an email to [wsp@dep.nyc.gov](mailto:wsp@dep.nyc.gov).

Thank you,

Water and Sewer Permitting System

**Figure 25**

## Checking the status of an application

The status of a submitted application can be located in the **Status** column in the **Requested Submitted** section.

Applications in the **Review in Progress** category have been submitted to DEP.

Applications in the **Objection** category have been processed and given objections by DEP.

Applications in the **Approved** category have been processed and approved by DEP.

## Correcting objections and resubmitting

If the status of your application is shown as **Objections**:

Step 1: Click on **Objections** in the Activity column

Step 2: You will see the following column headings: objection, when it was created, the reviewer, response and tasks. Read the objection(s) which appear on the table.

Step 3: To add a response to an objection click on **Add Response**.

Step 4: Type your response in the **Response Comment** text field and click **Save**.

Step 5: Read or edit your response again by clicking **Add Response** or click the **Send response** button.

Step 6: If applicable, you will have the ability to make any changes requested by the Department on the application. Click **Yes** to edit the application or **No** to continue and send your response.

## Retrieving a permit

If the status of your application is shown as **Get Permit**:

Step 1: Click on **Get Permit**

Step 2: Permit will appear on the screen.

Step 3: Permit can be saved, printed, or emailed.

NYC Environmental Protection

To report unsafe working conditions dial: **311**

### WORK PERMIT

Property Address: 5610 94th Street ., NY, 11373	Borough: Queens	Permit Number: WSPS00045Q11
Address AKA:	Block/Lot: 01872/0025	Licensed Master Plumber: <b>John Doe</b>
Property Owner: Yano Realty	Property Use: Multiple Dwelling	License Number: 999999
Permit Issuance Date: 1/21/2011	Permit Expiration Date: 3/22/2011	CIS Account Number: 11111
		Phone Number: 11111

238	WSPS00045Q11	Sewer
-----	--------------	-------

Permit Type	Work Type	Type of Sewer House Connection	Length of Service (ft)	Size of Sewer House Connection (in)	Conditions
Relay		Sanitary		8	. 40' NE of Building Line

**This is not a street opening permit**

No permit will be issued until all open charges have been satisfied including, but not limited to, charges against the subject premises and/or charges incurred on the account of the Licensed Master Plumber. All phases of the permitting process, inclusive of the tap card, must be completed for satisfaction of the permit requirements. Failure to provide necessary documentation is considered a violation of the rules. As per Chapter 28, 20-01 (c), "If a Licensed Master Plumber or meter repair company fails to comply with three (3) or more provisions, standards or requirements of these Rules, or the terms and conditions of any permit already issued under these Rules, during a three (3) month period, the Commissioner or his/her designee, in accordance with 24-209 of the Administrative Code, may make a determination not to issue additional permits from applications submitted from such licensed Master Plumber or meter repair company until such things as all the violations or non-compliances are corrected."

Tampering with or knowingly making a false entry in or falsely altering this permit is a crime that is punishable by a fine, imprisonment or both.

Permit must be present at work site at all times during the duration of the work.

Commissioner of Dept. of Environmental Protection: \_\_\_\_\_

Figure 26

## Submitting the Tap Card

The complete online permit process includes the submission of the tap card data electronically (previously provided as the Affidavit of Work or Self-Certification of Work). The LMP must submit an electronic tap card for every water service permit to report the work completed as per the approved permit. Failure to complete all phases of this online process is considered a violation of Chapter 20, 20-01 (c).

After a permit has been issued, the User must click on the **Tap Card** link in the **Activity** column of the **Requests Submitted** section (Figure 27).

### Requests Submitted:

ID	Date Created	Application	Address	Status	Activity
261	1/31/2011 10:55:43 AM	Water-Relay	59-17 Junction Boulevard Queens	Review in Progress	Review In Progress <a href="#">Tap Card</a>
248	1/26/2011 8:21:47 AM	Water-Relay	5917 Junction Boulevard Queens	Review in Progress	Review In Progress <a href="#">Tap Card</a>
240	1/24/2011 11:00:14 AM	Water-Relay	5917 Junction Boulevard Queens	Review in Progress	Review In Progress <a href="#">Tap Card</a>
239	1/21/2011 2:59:44 PM	Sewer-Relay	5610 94th street Queens	Review in Progress	Review In Progress <a href="#">Tap Card</a>
238	1/21/2011 2:09:37 PM	Sewer-Relay	5610 94th Street Queens	Approved	<a href="#">Get Permit</a> <a href="#">Tap Card</a>

Figure 27

Step 1: To begin, click on the **Tap Card** link (Figure 27).

Step 2: In order to proceed, please read the Acknowledgement which appears on the screen, see Figure 28, and indicate whether or not the meter seal was broken during the performance of the permitted work. Once you selected the proper check box click on **Go to Tap Card** to proceed to the **Tap Card** form (Figure 29).

**NYC**  
Environmental  
Protection

**Water & Sewer Permitting System (WSPS)**

**Acknowledgement**

[Return to Main Menu](#) | [Log Out](#)

Name: John Doe | User ID: johndoe@eplumbing.com

I ACKNOWLEDGE:

IN PERFORMANCE OF THE PERMITTED REPAIR/RELAY WORK AND IN COMPLIANCE WITH SECTION 20-05 (n) OF TITLE 15 CHAPTER 20, RULES GOVERNING AND RESTRICTING THE USE AND SUPPLY OF WATER.

I have broken the meter seal     I have not broken the meter seal

**Go to Tap Card**

Copyright 2011 The City of New York      [MANUAL](#) [FAQ](#) Build# 1.0.0.0

Figure 28

Step 3: The electronic tap card will have any applicable information from the permit pre-populated; Complete all other fields in the **Tap Card** form and click **Save** to save the application and continue it later or **Submit** to submit the electronic tap card to DEP, see Figure 29.

## Water & Sewer Permitting System (WSPS)

### Tap Card Information

[Return to Main Menu](#) | [Log Out](#)

Name: John Doe

| User ID: johndoe@eplumbing.com

Work Type: Repair

Permit/ Contract #: WSPS00068Q11

Address: 5917 Junction Boulevard NY 11373

Borough: 4

Block: 01918

Lot: 0001

Address AKA (if applicable): 9605 Horace Harding Expwy

Connection Type  Size:

Connection on  Between  And

Main Size  Main Type  with depth of (ft.)

The location is  ft  Of  and (ft.)   Of

Length is  New/Repaired length is

Size of service pipe is (inch)  Material

Service Pipe  New  Old Tap/WC installed by

Service Type  Date work performed  Transfer/Repair other tap card?  Yes  No

Line no longer active  Yes  No

Notes/Comments

Figure 29