

Project Name: _____

BCWS Project Submittal Checklist

Please include this checklist and the following items when submitting a new project to Berkeley County Water & Sanitation:

- Letter of Intent
- Project Design Information Sheet
- Two (2)** complete, bound sets of construction drawings, specifications, and details
- Cost estimate (water and sewer) on Engineer's letter head
- Design Calculations (water and sewer)
- PDF file (Adobe Acrobat) **due** once construction drawings have been **approved** by the Engineering Department