



ADDRESS BLOCK

DATE

Dear Customer:

To continue to protect the health and environment of the community we serve, Loudoun Water's Industrial Pretreatment Program is required by Virginia Department of Environmental Quality to identify and evaluate non-domestic sources of wastewater entering into the sewage collection and treatment system. In order to accomplish this, industrial and commercial customers discharging to Loudoun Water's sewer system are required to complete the enclosed Industrial Waste Survey.

We ask that you complete the survey within the next two weeks and return to:

**Loudoun Water
Attn: Frank Stokes
Industrial Pretreatment Program
44865 Loudoun Water Way
Ashburn, Virginia 20147
fstokes@loudounwater.org**

The goal of the survey is to verify that your company is not discharging toxic substances to the sewer. Also included with the survey are documents which will provide additional information related to Loudoun Water's Industrial Pretreatment Program. These documents can also be found at: <http://www.loudounwater.org/Business-Customers-and-Partners/Industrial-Pretreatment-Program/>.

You will be notified in writing following the return of the survey as to whether further action is required.

We appreciate your time in assisting Loudoun Water by completing the survey. Please do not hesitate to contact me should you have any questions. I can be reached at 571-291-7834 or fstokes@loudounwater.org.

Best regards,

Frank Stokes
Pretreatment Program Manager