

REQUEST FOR ADDITION OF PRODUCT TO THE FAIRFAX WATER APPROVED PRODUCTS LIST

This form identifies the procedure by which products may be considered for addition to the Fairfax Water Approved Products List (APL). The Fairfax Water Approved Products Committee meets in June and December of each year and must receive requests for addition to the APL by **April 30th** for the June meeting and by **October 31st** for the December meeting. The request shall consist of the following items which constitute the Product Submittal Package:

- 1. Request Form** - this form, with all fields completed
- 2. Cover Letter** - required if requesting a change to specific requirements within the APL document, optional if otherwise
- 3. Product Information** - highlighted/clouded/clearly marked product literature that demonstrates compliance with specific APL requirements

The Product Submittal Package shall be sent to the Fairfax Water Approved Products Committee at:

Fairfax Water
Attention: Engineering Department
8560 Arlington Boulevard
Fairfax, Virginia 22031

DATE OF REQUEST: _____

APPROVED PRODUCTS LIST REFERENCE (APL page number and heading for product)

Page Number: _____

Page Heading: _____

PRODUCT (identification of product being submitted for addition to the APL)

Manufacturer: _____

Product Name/Model/Series: _____

CONTACT INFORMATION (for the party submitting this request)

Name: _____

Title: _____

Company: _____

Phone Number: _____

Email Address: _____