



Austin Water Utility Cashier's Office
625 E. 10th Street Suite 200
Austin, Texas 78701-2612
Phone: (512) 972-0009

RETURN AND PURCHASE OF LIQUID WASTE MANIFEST BOOKS BY SHIPMENT OPTION
This form MUST be completed for all manifest book purchases by shipment

****NOTE:** An equal number of completed manifest books must be received by the City before new books can be shipped unless this is the first-time order of a new permittee or by special arrangement with the Special Services Division at (512) 972-1060.

In order to have new manifest books shipped to you, please send the following items to the address above at the permittee's expense:

- Used books being returned
- Completed copy of this form
- A self-addressed bill of lading from Federal Express that includes your account number and the "bill to addressee" (or similar) option checked
- A check in payment for your order made out to "City of Austin". Cash and credit cards are not accepted as payment for shipped books at this time.

Business Name: _____ COA LWH Permit No. _____

DBA Name: [] Same [] _____

Shipping Street Address: _____

City/State/Zip: _____

Business Telephone: _____ Contact Name: _____

Contact Telephone: [] Same _____ Business Owner's Name: _____

Please circle how many NEW books you want shipped, and enter the beginning and ending form numbers from the books being returned:

1 book \$2.90 + .24 tax = \$3.14 Form Nos. in Returned Book 1: _____ - _____

2 books \$5.80 + .48 tax = \$6.28 Form Nos. in Returned Book 2: _____ - _____

3 books \$8.70 + .72 tax = \$9.42 Form Nos. in Returned Book 3: _____ - _____

These prices are good for books shipped through September 30, 2012 only.