

## Service Line Material Notice Instructions

The Lead and Copper Rule Revisions requires community and non-transient non-community water systems to provide notification to consumers served by the water system when their service connection is classified as a lead service line (LSL), galvanized requiring replacement (GRR), or lead status unknown. You must provide public notice to persons served within 30 days after completing the initial service line material inventory and the notice should be repeated annually until the entire service line is free from any portion classified as LSL, GRR or lead status unknown. For new customers, water systems must also provide this notice at the time-of-service initiation.

1. DISTRIBUTE THE SERVICE LINE MATERIAL NOTICE - The Service Line Material Notice must be delivered by mail, hand delivery, or e-mail to each customer that is served by either a lead service line, galvanized requiring replacement service line, or an unknown material service line.
2. SEND DEQ ONE COPY OF EACH TYPE OF SERVICE LINE MATERIAL NOTICE THAT WAS DELIVERED AND THE CERTIFICATION FORM - The following documents must be submitted to DEQ within 30 days of the submitting the Lead Service Line Inventory
  - ☐ One copy of each type of notice that was distributed to the customers
  - ☐ The completed Service Line Material Notice Certification (below)

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### Service Line Material Notice Certification

PWS Name: \_\_\_\_\_

PWSID: OK \_\_\_\_\_

Contact: \_\_\_\_\_

County: \_\_\_\_\_

The Service Line Material Notice was distributed by the following direct delivery method, check all that apply:

- ☐ By Direct Mail
- ☐ By Hand Delivery
- ☐ By Electronic Mail

Delivery Date: \_\_\_\_\_

Number of each type of notification distributed:

Lead Service Line Material Notice: \_\_\_\_\_

Galvanized Requiring Replacement Material Notice: \_\_\_\_\_

Unknown Service Line Material Notice: \_\_\_\_\_

\_\_\_\_\_  
Signature of owner or operator

\_\_\_\_\_  
Date

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Submit this Service Line Material Notice Certification form and **ONE COPY** of each type of Service Line Material Notice that was sent out via e-mail, mail, or fax to:

E-mail: [DWLC@deq.ok.gov](mailto:DWLC@deq.ok.gov)

Mail: Lead and Copper Unit  
P.O. Box 1677  
Oklahoma City, OK 73101-1677

Fax: (405)702-8101