

WEST VIRGINIA DEPARTMENT OF ENVIRONMENTAL PROTECTION
DIVISION OF WATER AND WASTE MANAGEMENT
LEAD SERVICE LINE REPLACEMENT INVOICE CHECKLIST

Loan Recipient: _____	DWTRF Project #: _____
Project Name: _____	SRF Payment #: _____
Contract #: _____	LSL Invoice #: _____

1 Who is doing work on Homeowners side of line? _____

2 What is the funding cap for each LSLR, if any? _____

	YES	NO	N/A
3 Is the Lead service Line Replacement Payment Certification provided?	<input type="checkbox"/>	<input type="checkbox"/>	
4 Were copies of permits and installers plumbing/contractor license number provided?	<input type="checkbox"/>	<input type="checkbox"/>	
5 If funding cap exceeded, were additional costs approved?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6 Are the invoices for an eligible cost? (If yes, please select those that apply below.)	<input type="checkbox"/>	<input type="checkbox"/>	
NOTE: Water meters or associated appurtenances are NOT eligible costs.			
Lead or galvanized* service lines	<input type="checkbox"/>		Site restoration <input type="checkbox"/>
Lead or galvanized* goosenecks, pigtails and connectors	<input type="checkbox"/>		Permit fees <input type="checkbox"/>
Curb stops, curb stopboxes and other service line appurtenances	<input type="checkbox"/>		Planning and Design <input type="checkbox"/>
Lead service line inventory development or updating	<input type="checkbox"/>		Non-routine lead sampling <input type="checkbox"/>
Temporary Pitchers filters or point of use services	<input type="checkbox"/>		
7 Were customer agreements with installers provided for each full LSLR?	<input type="checkbox"/>	<input type="checkbox"/>	
8 Was Name & Address for all LSLR included?	<input type="checkbox"/>	<input type="checkbox"/>	
9 Were pictures prior to, during, and after the replacement of the LSL provided?	<input type="checkbox"/>	<input type="checkbox"/>	
10 Are any of the invoices for partial replacement? If so, then move to the following questions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10a Are documented customer refusals provided for each partial LSLR?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
This must include at least 4 attempts or 2 if the homeowner signs a certification. One of the attempts must be in-person. Refer to the LSLR guidance for further information.			
10b Was documentation that the homeowner's side of service line is lead free obtained prior to completion of the utility's side partial LSLR?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10c Was documentation that the Utility's side of service line is lead free obtained prior to completion of the Homeowner's side partial LSLR?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments:

Invoice meets LSLR technical requirements.

Project Manager: _____ Date: _____

Project Engineer: _____ Date: _____