



# TOWN OF MARBLEHEAD

Water and Sewer Commission  
P.O. BOX 1108

## 2024 DRAIN LAYER APPLICATION OR RENEWAL

A Drain Layer License is required when *any* work is to be performed in connection with the Marblehead sewer system.

License Fee: \$300.00 This is a (Please check): ☐ NEW APPLICATION ☐ RENEWAL

Date \_\_\_\_\_ Company or Contractor Name to Appear on License \_\_\_\_\_

Name of Applicant \_\_\_\_\_ Address \_\_\_\_\_

Email Address \_\_\_\_\_ Telephone \_\_\_\_\_

The Licensee **must** pay the license fee and provide the following before a Drain Layer License will be issued:

- Certificate of Liability Insurance for General Liability *and* Workers' Compensation and Employers' Liability
- Surety Bond in the amount of \$2,000 made to "Town of Marblehead / Marblehead Water and Sewer Commission – Drain Layer License"
- A copy of a valid Department of Public Safety-issued Hoisting License for *each* employee who may be engaging in the operation of equipment for any trenching operation. Copies of licenses must be submitted as they are renewed as well as for any newly-licensed employee or new employee who will be involved in a trenching operation.
- A completed Commonwealth of Massachusetts Workers' Compensation Insurance Affidavit (attached)
- Two (2) Letters of Reference from communities in which the applicant is already licensed (*New Applications Only*)
- This SIGNED Application or Renewal form.

The Drain Layer License will be mailed to the address above. All Drain Layer Licenses expire December 31, regardless of date of issue.

A Trench Permit issued by the Marblehead Department of Public Works must be obtained and submitted to the Water and Sewer Commission for any and all work performed under this Drain Layer License. Any trenching performed under this Drain Layer License must be done by an operator with a valid hoisting license, a copy of which must be on file with the Commission. Proof of license may be requested at time of inspection.

\_\_\_\_\_  
(Applicant's Signature)

### (For Water and Sewer Commission Use Only)

The following have been received and are attached to this application:

- ☐ \$300 License Fee
- ☐ Certificate of Liability Insurance with *both*:  
General Liability Insurance *and*  
Workers' Compensation and Employers' Liability Insurance
- ☐ \$2,000 Surety Bond made to "Town of Marblehead / Marblehead Water and Sewer Commission – Drain Layer License." (A Surety Bond issued for Street Opening is not acceptable)
- ☐ Copies of Hoisting Licenses
- ☐ Completed Commonwealth of Massachusetts Workers' Compensation Insurance Affidavit
- ☐ Two (2) Letters of Reference (*NEW Applications Only*)
- ☐ SIGNED Application

Marblehead Water and Sewer Commission: ☐ Approved ☐ Denied

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

Date License Issued \_\_\_\_\_

License # \_\_\_\_\_

Issued By \_\_\_\_\_

(Revised 12/2023)