



# PRODUCT APPROVAL APPLICATION

## Watermains, Sewers and Roads

### General Information and Instructions

**General:**

1. Information submitted on this form will enable Region of Waterloo Best Management Practice Technical Sub-Committee (BMP) to assess the Product identified.
2. In order for any Product to be accepted for use in the Region of Waterloo, the MANUFACTURER must be certified by Canadian Standards Association international or approved equivalent by the Standard Council of Canada. The MANUFACTURER must also be a member in good standing of The Road Authority (TRA) and the product under evaluation MUST be listed in the TRA product database. APPLICANT THAT DOES NOT MEET THIS CRITERIA WILL HAVE THEIR APPLICATION RETURNED.

**Instructions:**

1. This form must be completed with respect to all the requirements in order for it to be considered as an application for approval. A complete application shall consists of the following:
  - i) a completed application form (ONE FORM PER PRODUCT);
  - ii) ALL required supporting information identified in this form;
  - iii) Certification from an Independent Certified Laboratory/Agency to show compliance with ALL current industry standards.
  - iv) Proof of member in good standing of The Road Authority (TRA).

INCOMPLETE APPLICATION WILL BE RETURNED TO THE APPLICANT. The Region may require additional information during the technical review of any application accepted as complete.

2. The original application, along with the supporting information, must be sent to:

Mr. Jerry Borovicka Project Manager  
The Regional Municipality of Waterloo, 150 Frederick Street, 7<sup>th</sup> Floor, Kitchener, Ontario, N2G-4J3

3. Questions regarding completion and submission of the application should be directed to the Region of Waterloo at (519) 575-4092

1. Company Profile			
Name	Type of Business		
Address	City/Town	<input type="checkbox"/> Manufacturer	
Province/State	Postal/Zip Code	Country	<input type="checkbox"/> Supplier/Distributor
Contact Person	Telephone Number		<input type="checkbox"/> Contractor
Title	Fax Number		<input type="checkbox"/> Other (Specify)
E-mail Address	Company Web Site		
Number of Years in Business			
2. Product Description (Include product literature, detailed specifications and technical information)			
Product Name		Model/Code No.	Product Category
Manufacturer Name		Location of Manufacturing Plant/Foundry	
Year Introduced	Number of Years Available	Samples Available For (Check All Applicable)	
		<input type="checkbox"/> Viewing	<input type="checkbox"/> Demonstration
		<input type="checkbox"/> Testing	<input type="checkbox"/> Road Systems
		<input type="checkbox"/> Traffic Control Systems	
		<input type="checkbox"/> Other	
Other Comments			

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**3. Product End Use/Function and Special Features**

End Use Function	Special Features	Approximate Cost

**4. Current Approvals**

Municipality	Contact Person	Phone Number
1		
2		
3		

**5. Certified With Current Industry Standards (Must specify all applicable sections and attach supporting documents)**

Standard	Section No.	Standard	Section No.	Standard	Section No.
<input type="checkbox"/> AWWA		<input type="checkbox"/> ASTM		<input type="checkbox"/> AASHTO	
<input type="checkbox"/> OPSS		<input type="checkbox"/> ANSI		<input type="checkbox"/> CGSB	
<input type="checkbox"/> OPSD		<input type="checkbox"/> FM		<input type="checkbox"/> ECO LOGO	
<input type="checkbox"/> CAN/CSA		<input type="checkbox"/> UL		<input type="checkbox"/> ETV	
<input type="checkbox"/> NSF		<input type="checkbox"/> Other			

**6. List Three (3) Major Product Suppliers and/or Distributors (If applicable)**

Supplier/Distributor Name	Contact Person	Phone Number
1		
2		
3		

**For Office Use Only**

Does the product meet the Region's required standards? <input type="checkbox"/> Yes <input type="checkbox"/> No  If yes, which Regional Standard(s)?	Two (2) Year Probationary Approval <input type="checkbox"/> Granted <input type="checkbox"/> Exempted <input type="checkbox"/> Denied	Date
	Full Approval <input type="checkbox"/> Granted <input type="checkbox"/> Denied	Date

Comments