

# Property Ownership Documentation

To provide property ownership documentation, one of the following shall be provided:

- Legal documentation of ownership, such as a contract, deed, or article of incorporation
- An agreement of an intent to purchase the property that is written, notarized, and signed by both parties, accompanied by a plat or survey map
- An agreement to lease the property that is written, notarized, and signed by both parties, indicating the intended use of property, accompanied by a plat or survey map. Lease agreements shall adhere to the requirements of [15A NCAC 02L .0107](#).

## Permittee Differs from Landowner

To provide ownership documentation, one of the following shall be provided:

- Documentation landowner and permittee are the same entity
- Easements for properties containing a compliance boundary (irrigation, infiltration, storage) must meet the requirements of [15A NCAC 02L .0107\(f\)](#)

## Multiple Easements/Properties/Owners

Facilities that have multiple properties and/or easements can make reviewing difficult. To facilitate the review process, ensure to clearly show how the Permittee has rights to all properties within the compliance boundary(ies). A table such as this can be used:

Parcel#	Current Property Owner	Disposal Site/Field Name	Easement			
			Grantor	Grantee	Deed Book	Deed Page

## Additional Tips

- If the Grantee is not identical to the Permittee, provide documentation verifying the Permittee has rights to the Grantee entity
- For businesses, the Permittee must be identical to the active listing with the [NC Secretary of State](#)
- If the Permittee and property owner(s) are not identical, provide documentation verifying they are the same entity or have rights to the property
- Provide all exhibits, maps, and plats referenced in easements
- Provide an 8.5x11” map showing parcels with parcel numbers and the disposal perimeter(s)