



## CCR CERTIFICATION FORM

OHA Drinking Water Services

Submit to OHA-DWS  
at Time of CCR Delivery  
or No Later than October 1  
\*see footnote

Community Water System Name: \_\_\_\_\_

PWS ID No: 41- \_\_\_\_\_

For calendar year: \_\_\_\_\_

The community water system named above hereby confirms that its Consumer Confidence Report has been distributed to customers (and appropriate notices of availability have been given). Further, the system certifies that the information contained in the report is correct and consistent with the compliance monitoring data previously submitted to the primacy agency.

CCR certified by name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone No: (\_\_\_\_) \_\_\_\_\_

Date CCR certified: \_\_\_\_\_

Date CCR distributed to customers: \_\_\_\_\_

### CCR Delivery Certification (check all items below that apply)

☐ Paper CCR was distributed by mail or other direct delivery method to all bill-paying customers

☐ Electronic delivery. Check box below and describe how customers may request a paper copy:

\_\_\_\_\_  
☐ Notification (☐ mail or ☐ email - check all that apply) that CCR is available on website: \_\_\_\_\_

☐ CCR sent as an attachment to email (for example, portable document format-PDF)

☐ CCR sent as an embedded image in body of email

☐ "Good faith" efforts were used to reach non-bill paying consumers.

Those efforts may include a mix of the following methods, as recommended by OHA-DWS:

☐ Posting the CCR on a publicly accessible Internet site at website: \_\_\_\_\_  
(required for systems serving at least 100,000 persons)

☐ Mailing the CCR to postal patrons within the service area

☐ Mailing a notification (for example, postcard) to postal patrons within the service area that the CCR is available on website: \_\_\_\_\_

☐ Advertising availability of the CCR in news media

☐ Publication of CCR in local newspaper

☐ Posting the CCR in public places. Locations: \_\_\_\_\_

☐ Delivery of multiple copies to single bill addresses serving several people such as: apartments, businesses, and large private employers

☐ Delivery to community organizations

☐ Electronic newsletter or listserv, or notice of availability via social media outlets

Email: [dwp.dmce@odhsoha.oregon.gov](mailto:dwp.dmce@odhsoha.oregon.gov)

Mail: OHA-Drinking Water Services  
P.O. Box 14450, Portland, OR 97293-0450

Fax: (971) 673-0694

\* If the CCR has been distributed, it is recommended that this form be sent to Drinking Water Services at the same time a copy of the CCR is sent to the program; but by rule, the certification form is due no later than Oct 1 annually.

Updated Aug 2025