



1203 Maple St.  
Greensboro, NC 27405

## MEMORANDUM

TO: Swimming Pool Owners/Operators

FROM: David Foust  
Environmental Health Program Manager

SUBJECT Seasonal Swimming Pool Permits for 2019

Swimming Pool Season is rapidly approaching. North Carolina rules governing public swimming pools, 15A NCAC 18A.2500, require swimming pool operators or owners to obtain a new Operational Permit each year. The 2018 Operational Permit for your pool has expired. If you wish to obtain an Operational Permit for 2019, **complete a new application form for each pool** (separate application for each swimming pool, wading pool, spa, specialized water recreation).

### You must provide the following:

- **Complete and accurate application for each attraction**
- **All required supporting documentation for any new or existing pump, including pump curves; drain covers; engineering letters; and other supporting documentation**

**Incorrect or incomplete applications will be held and no appointment will be scheduled until all paperwork is correct and received at our office.** Visit our website to obtain Daily Pool Record Forms, Pool Permit Application, Training Resources, Current Rules and Regulations and Pool Data Sheets at [www.guilfordcountync.gov/our-county/human-services/health-department/environmental-health/swimming-pools](http://www.guilfordcountync.gov/our-county/human-services/health-department/environmental-health/swimming-pools).

Please mail the completed application form(s), supporting documentation, and permit fee of **\$200 for each pool, wading pool, spa or specialized water recreation** to the address below. For your convenience, we accept faxed or emailed applications and credit card payments over the phone.

Guilford County Department of Health & Human Services  
Environmental Health Section  
1203 Maple Street  
Greensboro, NC 27405  
Phone: (336) 641-3678; Fax: (336) 641-4812  
Email: [jbaptis@guilfordcountync.gov](mailto:jbaptis@guilfordcountync.gov)

Remember incorrect and/or incomplete applications will delay inspection and permitting of your pool.

Please be sure that your pool is ready for an inspection and a permit before **you call to schedule an appointment**. A Multiple Trip Fee of \$100.00 will be charged for each return visit.

If you do not plan to operate your pool during the 2019 season, please contact James Priddy at (336) 641-7680, Kenneth Michaud at (336) 641-3566, or Shelby McLean at (336) 641-4811 and confirm that your pool will be closed.