

New Pool Establishment Checklist



TARRANT COUNTY PUBLIC HEALTH ENVIRONMENTAL HEALTH

5001 N. RIVERSIDE DR., STE. 105 • FORT WORTH, TX • 76137
817-248-6299

NAME OF ESTABLISHMENT: _____

- Permits issued by Tarrant County Public Health are for the purposes of ensuring compliance with Texas Department of State Health Services Standards for Public Swimming Pools/Spas. This approval is not to be mistaken for authorization to operate in any one city jurisdiction within Tarrant County. Contact the specific city your business is operating within for any additional requirements prior to operation.
- Review of application(s) documents may take up to 10 business days.
- Incomplete applications will not be accepted.
- Tarrant County Public Health Environmental Health Fee schedule can be found online at Environmental Health Fee Schedule (tarrantcountytexas.gov).

New Establishment: Pool

- Plan review application
- Swimming Pool/Spa/PIWF Permit Application
- 1 full size set of paper plans
- Fence plans
- Pre Engineering Letter (turn in with permit application)
- Post Engineering Letter (turn in before final inspection)
- Proof of Ownership (if establishment holds no Texas Sales Tax Permit):
 - Articles of Incorporation
 - Warranty Deed
 - LLC paperwork

Change of Ownership: Pool

- Pool Permit Application
- Proof of Ownership (if establishment holds no Texas Sales Tax Permit):
 - Articles of Incorporation
 - Warranty Deed
 - LLC paperwork

Swimming Pool/Spa/PIWF Permit Application



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- New Facility
 Change of Ownership
 Change of Address

Site Information <input type="checkbox"/> <i>unincorporated Tarrant County</i>		Area	Phone
Establishment Name			
Address			
City		State	ZIP Code
Email (to be utilized for receipt of official inspection reports and notices)			
Owner Information (Legal Name of Business Ownership)		Area	Phone
Name			
Address			
City		State	ZIP Code
Email (to be utilized for receipt of official inspection reports and notices)			
Billing Information <input type="checkbox"/> <i>Site Address</i> <input type="checkbox"/> <i>Owner Address</i>		Area	Phone
C/O			
Address			
City		State	ZIP Code
Site Inventory <i>List each pool, spa or public interactive water feature (PIWF) with a brief unique description</i>			
1.		5.	
2.		6.	
3.		7.	
4.		8.	
Applicant's Name <i>printed</i>		Signature	
* 		Title	
		<input type="checkbox"/> Owner <input type="checkbox"/> Authorized Agent	
FOR OFFICE USE ONLY			
Site #:	Fee:	Fee Exempt []	Effective Date:
Sanitarian:			

Mail completed form to address listed at top or to ph_information@tarrantcountytexas.gov.