



Instructions for Completing Grease Control Device Registration Form

The instructions and form are available for download at www.gloucesterva.info/util

This Grease Control Device (GCD) Registration Form is used to register all GCDs, commonly known as “grease traps”, in use at Food Service Establishments (FSEs), which discharge into the public sewer system, within the County of Gloucester.

- 1) FSE Name – Enter the name of the establishment. This is not the same as the company name.
- 2) FSE Street Address – Enter the physical address of the establishment.
- 3) FSE Zip Code – Enter the zip code of the establishment.
- 4) FSE Phone – Enter the business telephone number for the establishment.
- 5) FSE Location – If the FSE is in a separate building from the other businesses around it, mark the box next to “Detached Unit”. If the FSE is located in a shopping mall, a strip mall, or a multi-business complex, mark the box next to “Complex/Mall/Strip-Mall”.
- 6) FSE Operation – If you are open for business all year round, select 12 Mo./Yr.; otherwise enter the months of the year in which you are open for business. Enter the hours per each day in which your facility is in operation.
- 7) Food Type – Check the box next to the type of food that is closest to the food served in the FSE. You may check more than one box if necessary. If “Other,” write in a simple description.
- 8) NAICS Classification – The NAICS classification is collected from existing facilities for statistical purposes only. NAICS Classifications for a FSE are as follows:

Designation	Title
445110	Supermarkets and Other Grocery Stores
445120	Convenience Stores
447110	Gasoline Stations with Convenience Stores
624120	Adult Day Care Centers
624410	Child Day Care Centers
711110	Theater Companies and Dinner Theaters
721100	Traveler Accommodation (Hotels)
722110	Full-Service Restaurants (Except Steakhouses)
722100	Full-Service Restaurants (Steakhouses only)
722211	Limited-Service Eating Places (Fast Food)
722212	Cafeterias, Grill Buffets, and Buffets
722213	Snack and Non-Alcoholic Beverage Bars
722310	Food Service Contractors (School and hospital cafeterias, etc.)
722320	Caterers
813110	Churches, Synagogues, Mosques, Temples, etc.

- 9 -16) Contact Name, Title, Business Address, City, State, Zip, Email, Phone – The name and contact information entered should be for the person the Department of Public Utilities should contact regarding inspections, training, requirements and other information. It is preferred that the contact is a long-term employee or owner.
- 17) Number of Fixtures – Please enter the number of each type of fixtures used/installed in the kitchen area at the establishment.
- 18) GCD Location/Type – A large, in-ground GCD located outside the FSE should be denoted as “exterior interceptor.” If the GCD is indoors and under a sink, the GCD location should be denoted as “interior undersink trap.” If the GCD is indoors and located in the floor, GCD location should be denoted as “interior floor trap.”
- 19) GCD Size – If the GCD is indoors and aboveground, the size can be found labeled on the device. The size will be in gallons per minute (gpm), or pounds (lb). In other cases, the GCD service provider who maintains the device will be able to provide the approximate volume in gallons. Use an approximate volume if appropriate.
- 20 -21) GCD Manufacturer, GCD Model – If the manufacturer and model of the GCD are known, please enter them here for informational purposes. **If not, simply leave the spaces blank.**
- 22) GCD Service Company – If a company maintains the GCD, enter the name. A list of haulers permitted by the Hampton Roads Sanitation District to dispose of grease in the region is available and can be found at www.gloucesterva.info/util. Other GCD service providers who dispose of grease outside of Hampton Roads may also be hired. Maintenance of any GCD that is of size 50 GPM (100 lb) or less by an FSE employee is permissible after one FSE employee has successfully completed the FOG Program FSE Employee Training.
- 23) Cleaning Frequency – Enter the frequency (or approximate frequency) that the GCD(s) is maintained.
- 24) Yellow/Fryer Grease Rendering Company – Enter the name of the company hired to pick up yellow grease (fryer grease or any grease that does not come into contact with wastewater) from the FSE, if applicable.
- 25) Yellow/Fryer Grease Rendering Container on-site – A rendering container is the container used to collect yellow grease from the FSE, which is then picked up by a rendering company. If there is a container on the property used to store yellow grease until it is picked up for recycling, mark the box next to “Yes”. Otherwise, mark the box next to “No”.

** The person whose name is shown at the bottom of the form is responsible for the accuracy of the information included.

For more information regarding the GCD registration and inspection, please email the FOG Program Manager at FOG@gloucesterva.info

