

South Carolina Office of Regulatory Staff  
Calendar of Regulatory Forms and Payments Due

DUE DATE	ACTIVITY	WHO MUST FILE	DELIVERABLE	WHERE TO FIND FORM
April 1	Annual Reports <sup>1</sup>	All Water/Wastewater Utilities	Annual Report	ORS Website <sup>2</sup>
As Needed	Authorized Utility Rep Form - Submit Whenever Current Contact Personnel Change	All Water/Wastewater Utilities	Completed Form	ORS Website <sup>2</sup>
July 15	Gross Receipts - Annual Payment	All Water/Wastewater Utilities	Payment Due	n/a
August 31	Gross Receipts Report Form	All Water/Wastewater Utilities	Completed Form	Via US Mail
Continuous	Performance Bond	All Water/Wastewater Utilities	Bond Document	ORS Website <sup>2</sup>

Notes:

1. Annual Report due April 1 of each year *unless utility has a different fiscal year*
2. [ORS Website - https://ors.sc.gov/regulated-utilities/water-wastewater/waterwastewater-forms-resources](https://ors.sc.gov/regulated-utilities/water-wastewater/waterwastewater-forms-resources)

Any Questions? Call us at ORS and we can help.

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