How to Use Docuware Search

Click here to search

Reset search criteria here

Reset		Search
Type of Permit		⌄
Town		⌄
Year		⌄
Year Int	⌄	⌄
Owners Name		⌄
Street Number		⌄
Street Name		⌄
Map Number		⌄
Lot Number		⌄
Latitude		⌄
Longitude		⌄
Status		⌄
Created Date	⌄ 📅	⌄ 📅
Stored by		⌄
Modified Date	⌄ 📅	⌄ 📅
Modified by		⌄
Document ID	⌄	⌄

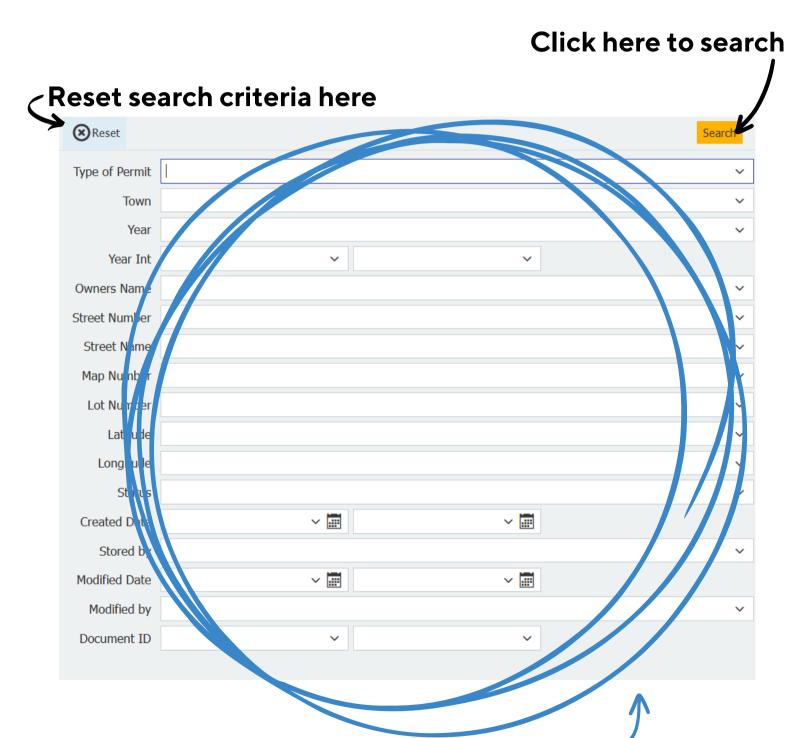**Enter search criteria into these boxes**

How Do I Find My Permit?

1. START WITH A BROAD SEARCH:
Town name, year, and street name

No Results?

2. CHANGE UP YOUR SEARCH:
Town name, map # & lot #

No Results?

3. REFINE YOUR SEARCH:

Year Interval
3 years +/- when the system was installed

Property Owner's Name
Search as: *LASTNAME*
The asterisks help the database search both "Doe, John" and "John Doe"

Spell the Property Owner's Name Differently
Sometimes names are misspelled in the database

Experiment with the Street Name:
-Try *StreetName* w/o road, lane, etc.
-Try Off *NearbyRoad*

No Luck?
It's possible that the permit you're searching for is not in our database. Your next step should be to contact the Town Office that issued the permit or email subsurface.wastewater@maine.gov

TIPS, TRICKS, AND QUIRKS
FOR THE SSWW PERMIT SEARCH DATABASE

OLD PERMITS/ NEW PERMITS

The SSWW Permit database is unlikely to have any permits issued before 1973 or issued in the last 18 months.

The Reason: The SSWW Rules, requiring towns to submit SSWW permits to the State, went into effect in 1973, so the State has very few permits issued before that year. It's also unlikely that permits issued in the last 18 months will be in the database, since it takes time for the Municipalities to send their permits to the State and for the State to process them and add them to the database.

USE ASTERISKS (*)

Asterisks can be used to add a "randomizer" to the beginning or end of search criteria

For instance, doing a street name search for Water* will yield results of Water Street, Water St, Water Road, Water Rd, Waterfall Lane, etc. Likewise, doing a name search of *Doe* will yield results of Doe John, John Doe, Jane Doe, etc.

Using Quotes ("") will do the opposite of this and will narrow the results of your search. We generally don't recommend it as may narrow your search too much.

STREET NAME

Remember that permits are legacy documents, some dating back to the 1970s. Some permits, especially older ones, were issued to properties that did not have an official street name at the time. It's common to see permits issued for properties "Off Route 1."

APPLICANTS

While many permits are signed by the property owner, it's also common for permits to be signed by an applicant. Often this a construction company or a system installer.

YEARS

Please be aware that the years in this database are written with commas (2,024, instead of 2024). This is an artifact of Docuware itself, and we're unable to change it. It should not impact your search in any way.