



# CITY OF PHARR – PUBLIC UTILITIES

## WATER & WASTEWATER TREATMENT PLANT TOUR REQUEST FORM

The City of Pharr Public Utilities is open to schools of our community. Tours are available Monday – Friday between 9:00 am and 2:00 pm, and last approximately one (1) hour. It's a free service, booked on a first-request basis, and on appointment only. We can accommodate up to 10 people in each tour group. For school tours 3<sup>rd</sup> grade and up we require chaperons at a 1:10 ratio.

Contact Name: \_\_\_\_\_ Today's date: \_\_\_\_\_

Affiliation/Organization: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip code: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Grade Level (if applicable): \_\_\_\_\_ Children (Qty): \_\_\_\_ Chaperon 1:10:  Yes  No

Interested in touring:  Water Treatment Plant.  Wastewater Treatment Plant.  Both.

Requested Date: 1<sup>st</sup> choice \_\_\_\_\_ 2<sup>nd</sup> choice \_\_\_\_\_

Requested Time: 1<sup>st</sup> choice \_\_\_\_\_ 2<sup>nd</sup> choice \_\_\_\_\_

Please tell us if there's a particular interest in water and/or wastewater (ex. Career path, from source to tap, from use to the environment, water conservation, process laboratory, etc.):

---

---

After completing this Form please submit at least two weeks in advance to [diana.martinez@pharr-tx.gov](mailto:diana.martinez@pharr-tx.gov) or call 956-402-4300 for any questions or special accommodations. After we receive your request, you will receive an e-mail confirmation and/or follow up call. If under the age of 18, a parent or legal guardian must sign a Permission and Release of Liability for on Site Tour, (attached with e-mail confirmation). These are brought in on the date of the tour.

### Additional information

Please review the following Tour Guidelines with your group and sign to acknowledge receipt, review, and agreement of group's adherence. Include when submitting this Water & Wastewater Treatment Plant Tour Request Form.



# CITY OF PHARR – PUBLIC UTILITIES

## WATER & WASTEWATER TREATMENT PLANT TOUR GUIDELINES

Thank you for your interest in water and wastewater topics. We are excited to share our work with you, water is part of everyone’s day-to-day life! And we are committed to providing a wonderful experience for your tour. Please review the following guidelines with everyone attending the tour:

- Tour involves walking outside, please be mindful of weather conditions.
- Bring comfortable footwear and clothing. Avoid shorts, skirts, and open toe shoes, they are not allowed. Those not wearing appropriate attire may be turned away from taking the tour.
- Watch your step and make sure to stay with tour group, feel free to take pictures.
- Do not touch any switches, buttons, or equipment.
- Treatment Plants are in operation twenty-four (24) hours a day, seven days a week including holidays, be mindful of the people working throughout the plant.
- Follow directions of personnel leading tour, due to our responsibility to protect Public Health we reserve the right to refuse anyone from taking part in a tour.
- We reserve the right to cancel tours in the event of an emergency.
- Attendees of City of Pharr Public Utilities Tours authorize the City of Pharr to use photos, quotes, or videos footage from tours for the purpose of marketing.

Thank you for your cooperation and interest in visiting the City of Pharr Public Utilities Treatment Plant!

I have reviewed with attendees the guidelines listed above and agree to follow them.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

-----  
*For use of City of Pharr Public Utilities:*

Tour Request Form Received Date & Time: \_\_\_\_\_

Confirmed Tour Date & Time: \_\_\_\_\_ Conf. Set on: \_\_\_\_\_

Notification to Tour Group Date& Time: \_\_\_\_\_  E-mail  Phone Number

Notification to Plant’s Supervisor Date& Time: \_\_\_\_\_  E-mail  Phone Number

Comments: \_\_\_\_\_  
\_\_\_\_\_