New Realm Process Flow Chart

Step 1 3-5 Days

- New Realm Request is Initiated.
- New Realm Request Form is sent to the new site contact by Linda Sozzi at CCWD (Linda.Sozzi@state.or.us).
- New site sends Linda the completed form.



Step 2 3-5 Days

- Linda submits Site Information to ACT.
- ACT sends the Third Party Addendum (3PA) to new testing site for signiture and copies CCWD.



Step 3 5-7 Days

- Site sends signed 3PA to Linda at CCWD.
- CCWD signs 3PA and sends to ACT.
- ACT sends new testing site a realm number within 2-3 days of having received the 3PA from CCWD.





