



The Jackson County Department of Public Health

538 Scotts Creek Rd. Suite 100 • Sylva, NC 28779

Tel: 828-586-8994 • FAX: 828-586-1207

Shelley Carraway

DIRECTOR

RECORD SEARCH

All information MUST be completed or a record search cannot be performed. Incomplete requests will be returned.

Please be advised that septic records prior to 1974 are non-existent. Our records go back to 1974, before that we do not have a record. We began PIN numbers in 1987; therefore, between 1974 and 1987 we need a name at the time the system was installed.

PROPERTY INFORMATION:

- Property I.D. (PIN) _____
- Original Owner Name _____
- Current Owner Name _____
*If permit was done before 1987 you must research the deeds to find previous property Owner(s), the website to search deeds is deeds.jacksonnc.org.
- List All Other Possible Names The Information Could Be Listed Under:

- Subdivision & Lot No.(if applicable) _____
- Location/ Area (not 911 address): _____

- Home Built Y/N _____ Year Home Built _____
- 911 Address _____
- Send request to envhealth@jacksonnc.org or fax to 828-586-1207

SEND SEARCH RESULTS TO:

Name: _____

Email: _____ Phone #: _____ Fax#: _____

If an evaluation was done in the past and has expired, it must be re-evaluated under the current rules. Thank you for your patience as we are very busy and it takes time to research. We cannot research deeds for every request. Please know your request will be taken care of in a timely manner. Repeated requests or calls for the same request will slow the response time.

Vickie Moore
Office Manager