

# Dry Cleaner Environmental Response

## Claim Form

### Instructions

Oregon's environmental cleanup laws provide specific operating requirements and exemptions from cleanup liability for dry cleaning owners and operators in Oregon (ORS 465.500 through 465.548). If you are an operator of a dry cleaning facility (dry cleaner), or the owner of property where a dry cleaner is located (landlord), and dry cleaning solvents have caused contamination that requires cleanup, you may complete this claim form to request financial funding from the state's Dry Cleaner Environmental Response Account (Account).



Please type or print in ink all items. This claim form must be completed for each dry cleaning facility requesting funding from the Account. If an item does not apply, write "N/A." Additional information may be provided by attaching additional sheets. The Department of Environmental Quality (Department) will review information you provide on this form to determine whether your facility is eligible for funding from the Account.

If you need assistance completing this claim form please, see the Dry Cleaner Environmental Response Claim fact sheet, or contact Richard De Zeeuw, in Portland at 503-229-6240 or toll-free in Oregon at 1-800-452-4011.

### I. Facility Information

1. Facility Information.

- (a) Fill in the information concerning the contaminated FACILITY. A dry cleaning facility means the building, equipment and real property engaged in dry cleaning apparel and household fabrics for the general public. Please provide the physical address of the dry cleaning facility.

Name of Store: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/County/Zip: \_\_\_\_\_

- (b) What is the DEQ/U.S. Environmental Protection Agency identification number for this facility? \_\_\_\_\_

- (c) Does the jurisdiction in which the site is located require a business license?  
Yes  No  If YES, attach copy of business license.

2. Dry Cleaner Information:

- (a) The dry cleaner is the person who owns and/or directs the operations of the dry cleaning business, not the property upon which the business is located.

Name of business owner/operator: \_\_\_\_\_

DBA: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

Contact Person: \_\_\_\_\_

(b) Name of person responsible for day-to-day operations. If same as above, mark "same as 2(a)."

Name: \_\_\_\_\_ Title: \_\_\_\_\_

(c) Number of full time equivalent employees, in addition to the dry cleaner operator, at this facility: \_\_\_\_\_

(d) Other dry cleaning facilities or dry stores currently operated in Oregon by operator (name and address of facility). You are an operator if either (1) you have a business license to operate a facility, or (2) you own or direct the operations at a facility that does not have a business license.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(e) Has the operator of this facility paid the annual fee to the Oregon Department of Environmental Quality for this facility? Yes  No

(f) If the dry cleaner at this facility also is the operator of other facilities in Oregon, have the annual fees been paid for those facilities? Yes  No

3. Landlord or designated representative information:

Fill in information concerning the landlord of the dry cleaning facility. The landlord is the person who owns the real property where a dry cleaning facility is located.

Name of Owner: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Contact Person: \_\_\_\_\_

## **II. Operational History**

1. Is this site currently operating as a dry cleaner? Yes  No

(a) List the date that the current operator began operation at this location:

\_\_\_\_/\_\_\_\_/\_\_\_\_.

(b) When did dry cleaning operations first begin at this location? \_\_\_\_/\_\_\_\_/\_\_\_\_.

(c) Was this facility an active dry cleaning facility at all times between April 1, 1995 and June 30, 1995? Yes  No

2. Is this facility a listed, inactive facility? Yes  No

To be a listed, inactive facility, an application must have been filled out prior to December 31, 2002 or within 180 days of the facility becoming inactive. In addition, applicable fees must be paid. If your facility is inactive and is not listed, it is not eligible for funding from the dry cleaner fund.

## **III. Spills and Releases**

1. Describe all soil and groundwater contamination you are aware of at this facility. Attach any consultant reports or environmental test results that are available. You do not need to have environmental testing done to complete and submit this claim form.

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2. Are you aware of any solvent releases at this facility? Yes  No

3. For each known release answer the following questions.

(Attach additional sheets if necessary)

(a) How did the release occur? \_\_\_\_\_

(b) When did the release occur? \_\_\_\_\_

(c) What substances were released? \_\_\_\_\_

(d) How did you remedy the situation? \_\_\_\_\_

(e) Was the release reported to a state or local agency? Yes  No

#### **IV. Land and Water Use**

1. Describe land uses (zoning ) surrounding your facility.

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2. Does this facility get water from a well located on or near the property?

Yes  No  Don't Know

If YES, please describe: \_\_\_\_\_

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3. Are you aware of water supply wells near your facility?

Yes  No  Don't Know

If YES, please describe: \_\_\_\_\_

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#### **V. Insurance**

**Dry cleaners and landlords are required to investigate whether there is insurance coverage that may pay for the cost of investigating and cleaning up this facility.** If coverage is available the dry cleaner and landlord must take all actions reasonably necessary to obtain coverage from the insurance policy or policies.

If there was no dry cleaning activity at this site prior to 1986, and if there is no specific coverage in your current policy including environmental cleanup, there is very little possibility that any existing insurance policy would cover environmental cleanup. Therefore, you do not have to conduct an insurance investigation.

If there was dry cleaning activity at this site prior to 1986, or if your current policy has specific environmental cleanup coverage, you must make a valid attempt to locate insurance policies that may cover environmental cleanup at this site.

DEQ has prepared an Insurance Investigation Guidance to assist you in your investigation. Attach all information resulting from your insurance investigation to this claim form.

Completing an insurance investigation may not satisfy your responsibility under the dry cleaner law. After your claim has been submitted, DEQ will collaborate with you to determine whether to pursue insurance coverage further.

## **VI. Certification**

Either dry cleaner or landlord can be a claimant. Dry cleaner and landlord may claim jointly. The dry cleaner, landlord, or their representative must sign, include their title and the date signed. For a corporation, a responsible corporate officer must sign the claim form. A responsible corporate officer means: a president, secretary, treasurer, vice-president or other person who performs similar policy or decision making functions for the corporation. For a partnership or sole proprietorship, the claim form must be signed by the general partner or proprietor.

If both the dry cleaner and landlord do not sign this claim form, attach proof that the other party has been notified the claim is being submitted. A certified letter or equivalent proof is acceptable.

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***I certify that the information contained in this form and on any attachments, is true, accurate, and complete to the best of my knowledge.***

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Type or Print Name of Claimant

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Signature of Landlord, or Authorized Representative	Title	Date
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Signature of Dry Cleaner, or Authorized Representative	Title	Date
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