



Oregon

Theodore Kulongoski, Governor

Department of Environmental Quality

Land Quality -UST Program

811 SW Sixth Avenue

Portland, OR 97204-1390

(503) 229-6652

FAX (503)229-6977

TTY (503) 229-6993

Dear Permittee:

As requested, we are providing you with copies of the following forms associated with decommissioning a regulated underground storage tank (UST):

- *General Permit Registration Form and 30-Day Notice of Intent to Decommission USTs or Complete a Change-in-Service*
- *Underground Storage Tank Decommissioning Checklist and Site Assessment Report*

Please pay particular attention to the following requirements:

- You must complete and return the *30-Day Notice of Intent* form to the appropriate DEQ regional office (listed on Page 2 of this letter) at least 30 days before starting decommissioning or change-in-service work.
- You must notify your DEQ regional office by telephone 3 days prior to starting the decommissioning or change-in-service work.
- You must complete and return the *Decommissioning Checklist and Site Assessment Report* form to the appropriate DEQ regional office within 30 days after completion of the decommissioning or change-in-service work. This requirement still applies if you have an on-going cleanup at the site. Please note that your permit status will remain active and you will continue to be billed for the tanks at this site until DEQ receives this report.
- All UST decommissioning work must be performed by a licensed service provider. The only exception to this requirement is if the permittee, tank owner or property owner perform their own work and they have successfully passed a national exam for supervising UST decommissioning work. DEQ can provide you with a list of licensed service providers by calling 503-229-6652.
- If you are planning to install new underground storage tanks, you must submit a *General Permit Registration Form to Install and Operate USTs* to DEQ at least 30 days prior to starting the installation.

Your cooperation in complying with the conditions and requirements of the General Permit to Decommission USTs (OAR 340-150-0166) is appreciated. You can learn more about these requirements and find technical assistance publications at our web site:

<http://www.deq.state.or.us/lq/tanks/ust/index.htm> . For further assistance, please call the UST program at (503) 229-6652 or call the UST Helpline message recorder at 1-800-742-7878 (toll-free in Oregon).

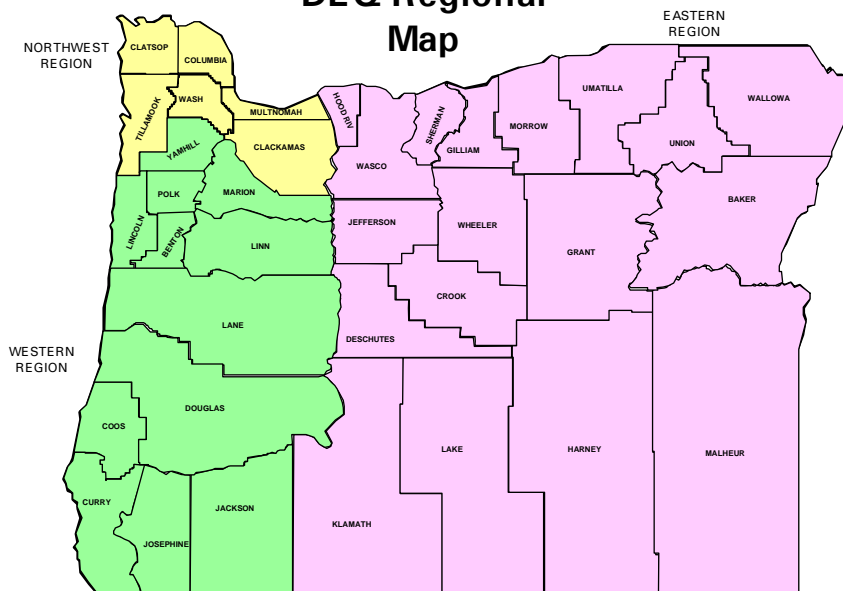
Sincerely,

Andree Pollock, Manager
Underground Storage Tank Program

Attachments: 30-Day Notice of Intent to Decommission USTs or Complete a Change-in-Service Decommissioning Checklist and Site Assessment Report



DEQ Regional Map



THE DEPARTMENT OF ENVIRONMENTAL QUALITY UST PROGRAM REGIONAL OFFICE IN WHICH YOUR FACILITY IS LOCATED

EASTERN REGION / THE DALLES
400 E SCENIC DRIVE, #307
THE DALLES, OR 97058
FAX: 541-298-7330
Phone: 541-298-7255

WESTERN REGION / SALEM
750 FRONT STREET NE, SUITE 120
SALEM, OR 97301
FAX: 503-373-7944
Phone: 503-378-8240

NORTHWEST REGION / PORTLAND
2020 SW 4TH AVENUE, SUITE 400
PORTLAND, OR 97201
FAX: 503-229-6945
Phone: 503-229-5263

WESTERN REGION / COOS BAY
381 N SECOND STREET
COOS BAY, OR 97420
FAX: 541-269-7984
Phone: 541-269-2721

WESTERN REGION / EUGENE
165 EAST 7TH AVENUE, SUITE 100
EUGENE, OR 97401
FAX: 541-686-7551
Phone: 541-686-7838

UST HELPLINE: 1-800-742-7878
(Toll Free in Oregon)