



Heating Oil Tank Service Provider License Application

No firm may perform or offer to perform heating oil tank services without first having obtained a heating oil tank service provider license from the Department. Such services include, but are not limited to, site assessments on active or inactive heating oil tanks, decommissioning and cleanup. The \$800 annual fee, one year project summary, and insurance form must accompany this application. Please read the HOT Service Provider License Application Instructions before completing this form.

License renewal applications must be submitted 30 days prior to the license expiration date.

Send complete application and fee to:

**Department of Environmental Quality
Attention: Revenue Section
700 NE Multnomah St.
Portland, OR 97232**

FOR DEQ USE ONLY HOT License Program Fees	
Date Rec'd	_____
Amount Rec'd	_____
Check No.	_____

Questions? In Oregon call 1-800-742-7878 (message)
Outside Oregon call (503) 229-6652 FAX (503) 229-6977

PLEASE PRINT CLEARLY OR TYPE INFORMATION

Company Information

***Is this a license renewal?
If Yes, include:**

Company Name: _____ *License No. _____
 Official Mail Address: _____ *Expiration Date: _____
 City, State & Zip Code _____
 E-mail: _____
 Contact Person Name: _____ Title: _____
 Phone Number: _____ FAX number: _____

Principals: List the name, title or position name, and address of all principals of the firm (e.g. individual, partnership, corporation, limited liability partnership/company, etc.). **Check the box** next to the name of the person or persons authorized to sign project certifications (statement of compliance) as required by OAR 340-163-0060(2)(a) and (c).

Name	Title/Position	Mailing address
<input type="checkbox"/> _____	_____	_____
<input type="checkbox"/> _____	_____	_____
<input type="checkbox"/> _____	_____	_____
<input type="checkbox"/> _____	_____	_____

FOR DEQ USE ONLY: <input type="checkbox"/> Insurance form attached <input type="checkbox"/> List of projects attached <input type="checkbox"/> CCB confirmed <input type="checkbox"/> Corporation confirmed
<input type="checkbox"/> Application complete Date entered: _____ By: _____ <input type="checkbox"/> New Application License No. assigned: _____

CCB Information: List current Oregon Construction Contractors Board:

Registration Number: _____ and

Endorsement (s) _____

Check box if registration and endorsement not required by CCB.

- Note name and phone number of person at CCB contacted to confirm registration requirements and date contacted. Name: _____

Phone: _____ DATE: _____

Insurance: Attach proof of insurance. (ACORD form with DEQ listed as certificate holder)

Insurance expiration date: _____

Area of Service (s): Northwest, Western, Eastern Region
or Statewide

Check the box for each geographic region where your company provides services, or check statewide if you work in all Oregon locations. Refer to instructions for a description of service areas.

Supervisors: List each licensed Heating Oil Tank Supervisor employed by the company who will be responsible for on-site project supervision. Attach an additional sheet if more space is needed.

Supervisor Name	License Number	Expiration Date
_____	_____	_____
_____	_____	_____
_____	_____	_____

If this is a NEW application: On a separate sheet of paper, describe any experience that the principals of the company have obtained in decommissioning any type of petroleum underground storage tanks (USTs) or cleaning up releases from USTs. If no experience, state how sufficient knowledge has been gained to be able certify that all work will be conducted in compliance with applicable regulations.

If this is a RENEWAL application: ATTACH a list of *all* heating oil tank projects completed in the past 12 months. For each project, list the following information: name of property owner, address of property, date(s) services were performed, and type of service(s) performed (site assessment, decommissioning, and/or cleanup).

Signature (must be signed by a principal of the firm): *"I have obtained a copy of Oregon Administrative Rules (OAR) Chapters 163 and 177, have read them and will direct employees and principals of the firm to perform heating oil tank services in a manner that is consistent with the regulatory requirements. I further state that the information in this application and any attachments is true and correct to the best of my knowledge."*

Signature: _____ Date: _____

Print Name: _____ Title: _____