



Oregon

Kate Brown, Governor

Department of Environmental Quality
Operations – UST Program
700 NE Multnomah St.
Portland, OR 97232
(503) 229-6652
FAX (503) 229-6977
TTY 711

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:

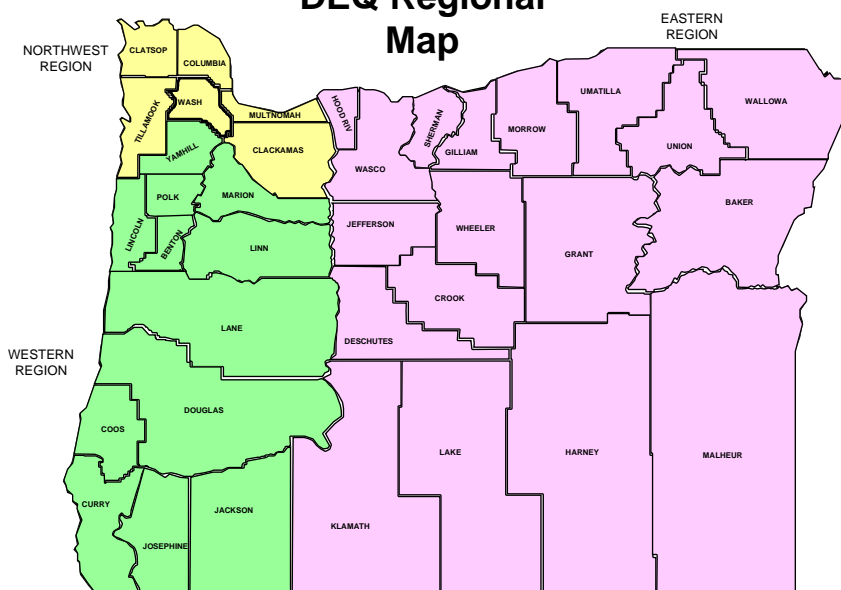
<http://www.deq.state.or.us/lq/tanks/ust/index.htm> . For further assistance, please call the UST program at (503) 229-6652 or call the UST Helpline message recorder at 1-800-742-7878 (toll-free in Oregon).

Sincerely,

David Livengood, 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

NORTHWEST REGION / PORTLAND
 700 NE MULTNOMAH ST.
 PORTLAND, OR 97232
 FAX: 503-229-6945
 Phone: 503-229-5263

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

EASTERN REGION / BEND
 475 NE BELLEVUE, SUITE 110
 BEND, OR 97701
 FAX: 541-388-8283
 Phone: 541-388-6146

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

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

WESTERN REGION / MEDFORD
 221 STEWART AVE., SUITE 201
 MEDFORD, OR 97501
 FAX: 541-776-6262
 Phone: 541-776-6010