



**30-DAY NOTICE**  
**FOR UNDERGROUND STORAGE TANKS**

UST ID #: \_\_\_\_\_

County: \_\_\_\_\_

*This form provides Ecology 30-days' advanced notice for the following projects, as required by Chapter 173-360A WAC.*

*Instructions are found on the back page.*

Please ✓ the appropriate box: ☐ Intent to Install ☐ Intent to Close ☐ Change-in-Service

I. SITE INFORMATION				II. OWNER/OPERATOR INFORMATION			
Tag or UBI # (if applicable):				Owner/Operator Name:			
UST ID # (if applicable):				Business Name:			
Site Name:				Mailing Address:			
Site Address:				City:		State: Zip:	
City:				Phone:			
Phone:				Email:			
<b>III. CERTIFIED SERVICE PROVIDER(S)</b> Check the appropriate boxes. If more than one service provider is required for this project, fill out both sections.							
<b>Note: Individuals performing UST services MUST be ICC-certified or have passed another qualifying exam approved by the Department of Ecology.</b>							
1) <input type="checkbox"/> Installer <input type="checkbox"/> Decommissioner <input type="checkbox"/> Site Assessor							
Company Name:				Certification Type:			
Service Provider Name:				Cert. No.:		Exp. Date:	
Provider Phone:				Provider Email:			
2) <input type="checkbox"/> Installer <input type="checkbox"/> Decommissioner <input type="checkbox"/> Site Assessor							
Company Name:				Certification Type:			
Service Provider Name:				Cert. No.:		Exp. Date:	
Provider Phone:				Provider Email:			
<b>IV. TANK INFORMATION</b>							
TANK ID	SUBSTANCE STORED	TANK CAPACITY	DATE PROJECT IS EXPECTED TO BEGIN	COMMENTS			

# 30-DAY NOTICE

## FOR UNDERGROUND STORAGE TANKS

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### GENERAL INSTRUCTIONS

Under WAC 173-360A-0300, 173-360A-0810 and 173-360A-0820, owners and operators are required to notify Ecology at least 30 days prior to beginning underground storage tank (UST) installation, decommissioning, or change-in-service projects by mailing this notice to the address below. A separate form must be used for each activity. Once this form is received by Ecology, it is date-stamped and returned to the owner/operator listed on the form. **Installation and decommissioning projects cannot begin within the first 30 days after the date stamped on this form unless the wait-period has been waived by an Ecology UST inspector.** If a project cannot meet the deadlines described below, an additional 30-Day Notice must be submitted.

Department of Ecology  
Underground Storage Tank Section  
PO Box 47600  
Olympia, WA 98504-7600

### SITE AND OWNER/OPERATOR INFORMATION

Fill in the site and owner information completely so that any problems can be resolved quickly. **The contact person listed on this form must confirm the exact date an installation and/or decommissioning project will begin by contacting the UST inspector listed above at least three business days before proceeding.**

### TANK INSTALLATIONS

Installation projects must begin within 90 days of the date stamped on this notice. Complete the Tank Information section by assigning Tank ID numbers that have not previously been used at the facility. Once, processed, this form also allows you to receive a one-time drop of product for UST system testing purposes only. The fuel drop is not required to occur within the 90-day period.

To receive additional deliveries, you must complete the [Business License application](#) and [UST Addendum](#) to obtain your facility compliance tag from Ecology. The registration information must be submitted to the Department of Revenue within 30 days of bringing the system into use in order to receive a Business License with the appropriate tank endorsement(s). **Once your tank(s) store more than one inch of product, leak detection equipment and monitoring must be in place.**

### PERMANENT TANK CLOSURES

Decommissioning projects must be completed within 90 days after the date stamped on this notice. Complete the Tank Information section using Tank ID numbers listed on the Business License. Use the Comments box to include additional information, such as when product was removed so that no more than one inch of residue remains in the system.

Contact your local fire marshal and planning department prior to tank closure to find out if any additional permits are required by county or other local jurisdictions. Compliance with the State Environmental Policy Act (SEPA) Rules, Chapter 197-11 WAC, may be required.

A site assessment is required at the time of closure. Contamination found or suspected at the site must be reported to the appropriate Ecology regional office within 24 hours. If the contamination is confirmed, a site characterization report must be submitted to the regional office within 90 days; if contamination is not confirmed, a site assessment report must be submitted to the above address within 30 days.

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The following are examples of tanks that are exempt from notification requirements.

- ❖ Farm or residential tanks, 1,100 gallons or less, used to store motor fuel for personal or farm use only.  
The fuel must be used for farm purposes and cannot be for resale.
- ❖ Tanks used for storing heating oil that is used solely for the purpose of heating the premises.
- ❖ Tanks with a capacity of 110 gallons or less.
- ❖ Equipment or machinery tanks such as hydraulic lifts or electrical equipment tanks.
- ❖ Emergency overflow tanks, catch basins, or sumps.