

**VOLUNTARY REGISTRY PROGRAM**  
**For**  
**Banks, Mortgage Companies, and Other Lenders**  
**or**  
**Property Owners and Property Management Companies**

**What is the Voluntary Registry Program?**

If person or a company owns an interest in a petroleum site, this program is designed to help them monitor the status of that petroleum site. This will allow a registrant to receive copies of correspondence sent to the tank owner concerning operational compliance, fund eligibility, fee payment and other subjects related to the petroleum underground storage tanks or tank releases at the petroleum site.

**Is there a cost to participate in this program?**

There is a fee of (five hundred dollars) \$500.00 per site per year. The entire amount of the annual fee is due for any portion of the current fee year. The fee year begins July 1 and ends June 30 of the following year. After the initial registration, the registrant will be billed annually for the registration fee. A registrant may choose to voluntarily end his participation later by not paying the renewal fee.

**Can anyone sign up for this program?**

No. This program is for lenders, such as banks and mortgage companies, property management companies, or property owners who are not the owners of the underground storage tanks at the petroleum site.

Tank owners will be informed of persons participating in the Voluntary Registry for sites where they have tanks. The tank owner may petition the Division of Underground Storage Tanks for removal of a registration if the registrant does not have a current interest in the petroleum site.

A registrant holding a loan on the petroleum site must withdraw their registration within thirty (30) days of satisfaction (pay-off) of the loan.

**How can I register?** A registration form must be completed and submitted to the Division of Underground Storage Tanks along with the initial annual fee of \$500. You must fill out a separate form and submit a \$500.00 registration fee for each site for which you wish to register. The form is included on the next page. Fill out the form completely and return it with payment to:

The Division of Underground Storage Tanks  
4th Floor L&C Tower,  
401 Church Street  
Nashville, Tennessee 37243

Checks or Money Orders should be made payable to **Tennessee State Treasurer**

If you have any questions about this registration process, call Jill Gilbert at (615) 532-0982 or email [jill.gilbert@tn.gov](mailto:jill.gilbert@tn.gov)



**Department Of Environment And Conservation  
Division Of Underground Storage Tanks  
4th Floor, L & C Tower  
401 Church Street  
Nashville, Tennessee 37243-1541**

**VOLUNTARY REGISTRY REGISTRATION FOR THE PETROLEUM SITE**

This registration is being submitted pursuant to T.C.A. § 68-215-130 and rule 1200-1-15-.13. Duplicate copies of all correspondence sent to the tank owner, tank operator or petroleum site owner concerning this facility will also be sent to the Registrant named below.

Tennessee Petroleum Underground Storage Tank Facility Number: \_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Petroleum site location/address: \_\_\_\_\_  
\_\_\_\_\_

Check the appropriate boxes:  This is the initial registration.  
 The \$500.00 annual fee is included with this registration.  
 This is an amendment of the registration information.

**Property owner for this petroleum site:**

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

Mailing address: \_\_\_\_\_  
\_\_\_\_\_

**Registrant information:**

The Registrant named below qualifies as a registrant for the petroleum site identified above because the registrant: (Check all that apply.)

- Owns the property on which the underground storage tanks are located; and/or
- Holds a security interest in the property on which the underground storage tanks are located.

Name of Registrant: \_\_\_\_\_

Name of a contact person (if the registrant is a company, corporation, limited liability partnership, etc.):  
\_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Daytime phone number: \_\_\_\_ - \_\_\_\_ - \_\_\_\_