INSTRUCTIONS FOR PETROLEUM UNDERGROUND STORAGE TANK SYSTEM CLOSURE

This information pertains to petroleum of underground storage tanks (USTs) and UST systems. According to Tennessee Petroleum Underground Storage Tank Rule 1200-1-15-.01(3)(ccc), UST system or tank system means:

1. an underground storage tank,
2. connected underground piping,
3. underground ancillary equipment, and
4. containment system, if any.

In accordance with Rule 1200-1-15-.07(2)(a), the Responsible Party shall:

1. Notify the Division of Underground Storage Tanks of their intent to permanently close an underground storage tank (UST) system or any individual portion of the system.
2. Conduct a closure assessment to determine if a release has occurred.

The attached documents are for your use and information during closure of any or all portions of the UST system:

- UST System Closure Assessment Guidelines (Rev 7/05)
- Application for Permanent Closure of Underground Storage Tank (UST) Systems (CN-0928 Rev 7/05)
- Approved Corrective Action Contractor List
- Environmental Field Office Location Map
- Notification for Underground Storage Tanks (CN-0877 Rev 6/94)

Procedures. Follow the following procedure for proper closure.

2. Thirty (30) days before you start any closure activity, send the Application to the appropriate Environmental Assistance Center to be approved. The application is valid for twelve (12) months from the date of approval.
3. The approved Application cannot be transferred. If UST system ownership changes, a new Application shall be submitted for approval.
4. Complete the Notification for Underground Storage Tanks form within thirty (30) days after an UST system is permanently closed. Be sure to:
   a. Under “Type of Notification” mark “C. CLOSURE”.
   b. Fill in the blank for the facility’s ID Number.
   c. Send the completed document to the UST Nashville Central Office (address on form). IMPORTANT: If you fail to submit the amended Notification for Underground Storage Tanks, you may continue to be billed for annual tank fees.