



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
Finance Division

UNDERGROUND STORAGE TANK CLEANUP FUND CLAIM SUBMITTAL FORM

This form is for submittal of a Claim per Section 21515(1) of Part 215, Underground Storage Tank Corrective Action Funding, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.

INSTRUCTIONS

All fields on this form are required. Omitting fields may result in the rejection of your claim submittal. See the notes on page two for information regarding documentation that is required to be submitted with this form.

Please do not submit invoices with this form. If your claim is approved, you will be provided with instructions on how to submit invoices.

FACILITY INFORMATION

Facility Name: _____ Facility ID Number: _____

Street Address: _____

City: _____ County: _____

RELEASE INFORMATION (Add additional pages if necessary)

Release Number: _____

Release Date **Confirmed (NOT the date discovered):** _____

Table 1. Release Information

Tank Number	Substance Released	Capacity (Gallons)

OWNER INFORMATION

Registered Owner Name with LARA: _____

Registered Owner Street Address: _____

City: _____ State: _____ ZIP Code: _____

Contact(s): _____

Contact Phone: _____ Contact Email(s): _____

Consultant Contact and Company: _____

Phone Number: _____ Email Address: _____

Does Registered Owner, Operator, or it's Affiliate Own:

- 7 Petroleum USTs or less
- 8 Petroleum USTs or more
- 100 Petroleum USTs or more

CERTIFICATION OF OWNER OR AUTHORIZED AGENT

I certify that the information provided above is true and accurate and that I have not and will not submit a claim or claims to an insurer or any other entity to cover expenses for which I have received reimbursement from the Underground Storage Tank Cleanup Fund.

Signature Date

Print/Type Name: _____ Title: _____

This claim is for a newly discovered tank and proof of financial responsibility covering the UST(s) at the time of the discovery and the reporting of the release(s) is not required. (See Notes on Page 3).

I have included the suspected release report (if applicable), confirmed release report, and associated correspondence. (See Notes on Page 3).

NOTES REGARDING PROOF OF FINANCIAL ASSURANCE

The owner or operator (O/O) must be in compliance with their financial responsibility (FR) requirements with the Department of Licensing and Regulatory Affairs (LARA), Bureau of Fire Services (BFS), at the time of the discovery and the reporting of the release(s) for which this claim is being filed.

At facilities where previously unknown USTs (which will not be put into use) are discovered, no proof of FR is required at the time of the discovery and the reporting of a release(s), as long as appropriate steps to close the USTs in accordance with Part 211 of Act 451 have been taken.

In a situation where proof of FR is not required, the O/O should specifically explain the circumstances.

NOTES REGARDING RELEASE REPORTING DOCUMENTATION

Along with this form, the O/O must provide a copy(ies) of LARA, BFS, Form **BFS-3826**, associated with the release(s) for which this claim is being filed. This will include the suspected release report (where applicable) and confirmed release report. Documentation of transmittal of the form(s) and any other relevant documentation submitted to LARA and/or EGLE should also be provided. Examples include emails or fax transmittal sheets which denote the date and time of transmittal, or communications with LARA or EGLE Remediation and Redevelopment Division staff concerning the reporting or upgrading of the release.

SUBMITTAL INSTRUCTIONS – Submit the completed and signed form along with the appropriate documentation to:

Email: EGLE-MUSTA@Michigan.gov

Fax: 517-241-7428

Regular Mail:

EGLE-Underground Storage Tank Authority
P.O. Box 30473
Lansing, MI 48909

Overnight Mail:

EGLE-Underground Storage Tank Authority
Constitution Hall, 6S
525 West Allegan Street
Lansing, MI 48909

If you need this information in an alternate format, contact EGLE-Accessibility@Michigan.gov or call 800-662-9278.

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This form and its contents are subject to the Freedom of Information Act and may be released to the public.