



Guidelines For Use Of UST Forms

Division of Waste Management UST Section

Pertaining to various activities which require NOTIFICATION in accordance with
15A NCAC 2N "Criteria and Standards Applicable to Underground Storage Tanks"

- UST-2** **"Site Investigation Report for Permanent Closure or Change-in-Service of UST"**
Required within 30 days after completion of closure or change-in-service. Supporting documentation (e.g., closure report, site information, lab data) must be attached to this form.
- UST-3** **"Notice of Intent: UST Permanent Closure or Change-in-Service"**
Required at least 30 days prior to commencing closure activities.
- UST-4** **"Notice of Intent to Install Vapor or Groundwater Monitoring System"**
Required at least 30 days prior to installing a monitoring well system. Note that this form is for vapor or groundwater monitoring systems installed to meet the requirements for leak detection - not for monitoring wells used for performing site assessments or remediation. This form is not required for a new UST installation or if notification for the wells was given on form UST-6 "Notice of Intent to Install USTs".
- UST-5** **"Site Investigation Report for Installation of Vapor or Groundwater Monitoring System"**
Required within 30 days after well installation. Supporting documentation including site sketch, boring logs, backfill description (e.g., soil type, permeability, porosity, grain size distribution), sampling results, groundwater flow direction, and other relevant information must be attached to this form.
- UST-6** **"Notice of Intent to Install Underground Storage Tanks"**
Required 30 days prior to installation. If vapor or groundwater monitoring devices are simultaneously installed with the new UST system, this form will suffice for a UST-4 "Notice of Intent to Install Vapor or Groundwater Monitoring System".
- UST-7** **"Certification of Proper Operation of a Corrosion Protection System"**
Required for certifying corrosion protection system testing in accordance with 15A NCAC 2N .0402 and .0405.
- UST-8** **"Notification for Activities Involving Underground Storage Tank Systems (USTs)"**
Required within 30 days after completing any of the UST activities listed below. This multi-purpose form serves the following requirements:
1. To register "existing" USTs (USTs installed on or before 12/22/88);
2. To register "new" USTs (USTs installed after 12/22/88);
3. To certify compliance with leak detection requirements as required by 15A NCAC 2N .0405(c)(3);
4. To notify DENR of an "upgrade" (addition of corrosion protection and spill/overflow equipment to existing USTs) as required by 15A NCAC 2N .0405(c)(1);
5. To notify DENR of an amendment to a previous notification.
- UST-13** **"Compartment Tank Notification"**
Required for all USTs with more than one compartment containing petroleum.
- UST-15** **"Change of Ownership of UST System(s)"**
Required for all ownership changes for UST systems. Must be accompanied by a UST-8 Form "Notification for Activities Involving Underground Storage Tanks (USTs)". Signatures of previous owner and new owner must be acknowledged by a Notary Public.
- UST-61** **"24-Hour Release and UST Leak Reporting Form"**
Required within 24-hours of confirmation of a known or suspected release.
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