

DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)

INSTRUCTIONS FOR FORM 7530-3B

General Information

- **When Form 7530-3B may be filed.**

Owners may use Form 7530-3 B to request that DEQ update its underground storage tank (UST or tank) registration records to reflect simple amendments that apply to three or more facilities. Amendments requested on this form must apply to all active tanks at the facilities listed in Part V.

- Types of amendments that may be requested on this form include:
 - Change in owner name (owner must submit proof of name change, such as a copy of the Articles of Amendment or Articles of Merger filed with the State Corporation Commission for corporate name changes, or the Court Order or Marriage Certificate for individual name changes)
 - Change of owner address
 - Change of release detection method
- Types of amendments that may **NOT** be requested on this form include:
 - Change of ownership to a different owner
 - Changes to fewer than all of the active regulated tanks at the listed facilities

Penalties

Any person who knowingly makes any false statement on this form shall be guilty of a felony punishable by a term of imprisonment of up to three years and a fine of not less than \$5,000 but up to \$50,000 per violation. If convicted of a violation, any defendant that is not an individual shall be sentenced to pay a fine of not less than \$10,000.

Part I: Current Ownership of Tanks

- For owner name and/or address changes, enter the old owner name and address here and the new owner name and/or address in Part III.
- For other types of changes, enter the currently registered owner name.

Part II: Owner Contact Information

- Enter the name, title and phone number for the contact person who can answer questions about this form. The registration database will not reflect this contact person as the owner contact for general tank matters, unless the owner specifically requests the change in Part III of this form.

Part III: Amendment Requested

- Indicate the type(s) of amendment(s) requested. If the type of amendment requested is not already listed, the owner may file a request by checking the "Other" box and specifying the amendment in the space in this part.
- Amendments requested in this Form 7530-3B will not be effective unless approved by DEQ.

Part IV: Owner Certification

- By signing this notification, the employee is representing that he or she has the authority to act on behalf of the employer. The only entities with access to the Virginia Petroleum Storage Tank Fund for reimbursement of corrective action and third party claim costs are UST owners and operators. Additionally, UST owners are liable for pollution prevention compliance, closure of tanks in accordance with regulatory requirements, and cleanup of UST releases. Therefore, it is important that employees make certain the representations they are making on behalf of their employers regarding tank ownership, tank status, tank changes, etc. are correct.

Part V: Facility Information

- **Facility Name and Address.** Enter the facility name and address as currently registered. If there has been a change in the facility name and address since the last registration form was submitted, changes must be submitted on a Form 7530-3.
- **DEQ Facility Identification Number.** This is required information. If this information is unknown, the owner must contact DEQ's Central or Regional Offices, which can provide the facility identification number. Contact information for DEQ's Regional Offices can be found on the map provided with Form 7530-3.