



**Department of Environment and Conservation
 Division of Remediation - Drycleaner Environment Response Program
 401 Church Street, 4th Floor L&C Annex
 Nashville, Tennessee 37243**

Solvent Distributors Annual Registration & Quarterly Surcharge Report

Make checks payable to "TREASURER, STATE OF TENNESSEE" and mail to the Department of Environment and Conservation, Division of Fiscal Services-Fee Section, 401 Church Street, 14th Floor L & C Tower, Nashville, TN 37243. Maintain a copy for your records.

1. REGISTRATION TYPE: (Circle One)

- a. Annual Registration: Initial Revised Renewal Registration No. D ____ - ____
- b. Date facility began selling solvent to drycleaners (initial registration only): _____

2. GENERAL INFORMATION:

Facility Name: _____ EPA ID Number: _____
 Facility Location Address: _____ Phone: _____
 City: _____ State: _____ Zip: _____ E-Mail: _____
 Contact Person: _____

Mailing Address (if different):

Facility Owner: _____
 Facility Owner Address: _____
 City: _____ State: _____ Zip: _____ Phone: _____

Property Owner:

 Property Owner Address: _____
 City: _____ State: _____ Zip: _____ Phone: _____

Other Interest:
 Address:

 City: _____ State: _____ Zip: _____ Phone: _____

- a. Do you have facilities/distributors in other locations or cities that sell or distribute solvents to Tennessee drycleaning facilities (Yes/No)? _____ If yes, indicate the name and address of each facility (attach separate page if needed).
 Name: _____
 Address: _____

3. PAYMENTS TO THE FUND:

Instructions for the Drycleaning Solvent Distributors Registration & Reporting

Submit a completed *Annual Registration* to the Department within 30 days after the start of operation, within 30 days of any change in the registration information, and by October 31st of each year. A change in information, which requires filing a revised registration form, includes: a change in ownership, lease or contractual relationship. Appropriate documentation supporting the change must be submitted along with the revised registration.

Make checks payable to: **“TREASURER, STATE OF TENNESSEE”**

Return the appropriate fee to: TDEC/ Division of Fiscal Services – Fee Section
14th Floor, L&C Tower
401 Church Street
Nashville, TN 37243

1. **Activity Type:** Indicate by circling if this is an initial, revised, renewal registration or quarterly report. If submitting an initial registration, leave the registration number blank; the Department will complete this.
 - (a) If submitting initial registration, include the date the facility began selling solvent to drycleaners. Leave the Registration Number blank for initial registration; the Department will assign the number.
 - (b) The annual registration fee for Wholesale Distributors is \$5,500 for each in-state wholesale distribution facility. Detailed quarterly solvent surcharge fees are reported on the schedule(s) in Section 5 and summarized in Section 1 for the appropriate time period.
2. **General Information:** Indicate the Supplier or Distributor facility’s name, address, city, state, zip code, county name, EPA ID number (if applicable) and telephone number. Indicate the facility’s mailing address if it is different than the location of the facility. Complete the property owner section if facility and property owner are not the same. Property owner means any individual or entity that is vested with any ownership, dominion, or the legal or rightful title to the real property or control over the facility. The other interest means any individual or entity that may have a contractual or agreement relationship with or other interest in the facility (such as a management company, another property owner, etc.).
 - (a) Indicate if you have other operations, contractors, etc., that deliver/transport drycleaning solvent to Tennessee drycleaning facilities on your behalf. If yes, indicate the name and address of the operations, contractors, etc.
3. **Payments to the Fund:** Check the statement that best describes the primary business of the facility.
4. **Compliance:** Indicate agreement with Rule 1200-1-17.04(4)(a)(b) regarding in-state wholesale distribution facilities compliance with Class 1 and Class 2 BMPs. Indicate compliance with Rule 1200-1-17.04(4)(b)3 regarding dense non-aqueous solvent or products delivered to drycleaning facilities shall be via closed, direct-coupled delivery systems. The signature must be notarized.

Signature: The registration form should be signed by the owner/manager or authorized representative of the supplier/distributor (include title and date) and the signature notarized. Corporations must have a responsible corporate officer sign the registration form. A responsible corporate officer means: president, secretary, treasurer, vice- president or other person who performs similar policy or decision-making functions. Sole Proprietorships and Partnerships must have the general partner or proprietor sign the registration form.

5. **Solvent Surcharge Report & Worksheet:** Photocopy this page to be used for each calendar quarter (e.g. January-March, April-June, etc.). Indicate the solvent surcharge fee reporting period. Solvent surcharge reports and fees should be submitted within one month of the end of the calendar quarter. For an initial registration, report all solvent sales to facilities since October 1, 1995. Complete the worksheet, using a separate line for each Tennessee drycleaning facility (shipping address), that purchased drycleaning solvent. List the facility’s name, address and registration number as well as the quantity of solvent sold (dense non-aqueous solvent or product, light non-aqueous solvent or product and total solvent) to each drycleaning facility during the reporting calendar quarter. The solvent is considered sold during the reporting period if the property right in the solvent is transferred from the supplier to the drycleaning facility (normally upon delivery of the solvent). Use the table below in determining if a solvent is a dense or light non-aqueous

solvent or product. This list is not meant to be all-inclusive and therefore does not exempt the sale of drycleaning solvents, not listed, from the solvent surcharge fee.

Dense non-aqueous solvents/products include: tetrachloroethene, tetrachloroethylene, perchloroethylene, PCE.

Light non-aqueous solvents/products include: Stoddard, safety solvent, Varsol, mineral spirits, spotting Naptha, DF 2000, Exxon 2000, Rynex, GreenEarth, etc.

Add the itemized listing of dense and light non-aqueous solvents or products. Multiply the total amount (gallons) of dense non-aqueous solvent or product by \$10 and indicate the total in the space provided. Multiply the total amount (gallons) of light non-aqueous solvent or product by \$1 and indicate the total in the space provided. Add the total of the dense and light non-aqueous solvent or product surcharge fees to arrive at the total solvent surcharge fee that is due and payable to the Department. List the total solvent surcharge on the worksheet. If more than one page is necessary, number each page sequentially (i.e., page 1 of 4, 2 of 4, etc.). Indicate on a separate summary page the individual page total amounts.

If you have any questions, contact the Tennessee Drycleaner Environmental Response Program at (615) 741-2281 or visit the DCERP web site <http://state.tn.us/environment/permits/dcerp.shtml> for additional information.