****TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

APPLICATION TO TRANSFER A SLUDGE PERMIT OR REGISTRATION

If you have questions about completing this form please contact the Applications Review and Processing Team at 512-239-4671.

# SECTION 1. CURRENT PERMIT OR REGISTRATION INFORMATION

What is the Permit or Registration Number? Click here to enter text.

What is the EPA I.D. Number? TX Click here to enter text.

What is the Current Name on the Permit or Registration:

Click here to enter text

What is the Customer Number (CN) for the current permittee? CN Click here to enter text.

What is the Regulated Entity Reference Number (RN): RN Click here to enter text.

# SECTION 2. APPLICANT INFORMATION

What is the Legal Name of the entity (Applicant) applying for this permit or registration?

Click here to enter text.

What is the Customer Number (CN) issued to this entity? CN Click here to enter text.

 Complete and attach a Core Data Form (TCEQ 10400) for this customer..

# SECTION 3. CO-APPLICANT INFORMATION

Complete this section only if another person or entity is required to apply as a co-permittee.

What is the Legal Name of the co-applicant applying for this permit or registration?

Click here to enter text

What is the Customer Number (CN) issued to this entity? CN Click here to enter text.

Complete a Core Data Form (TCEQ 10400) for this customer.

**SECTION 4. OWNER OF THE BENEFICIAL LAND USE AREA/APPLICATION SITE**

Complete this section only if the landowner is not the applicant or co-applicant.

Landowner First and Last Name: Click here to enter text.

 Complete a Core Data Form (TCEQ 10400) for this customer.

# SECTION 5. APPLICATION CONTACT INFORMATION

This is the person TCEQ will contact if additional information is needed regarding this application.

Application Contact First and Last Name: Click here to enter text.

Company Name: Click here to enter text.

Mailing Address: Click here to enter text.

City, State, and Zip Code: Click here to enter text.

Phone Number: Click here to enter text. Fax Number: Click here to enter text.

E-mail Address: Click here to enter text.

# SECTION 6. PERMIT CONTACT INFORMATION

This is the person TCEQ will contact if additional information is needed during the term of the permit or registration.

Permit Contact First and Last Name: Click here to enter text.

Company Name: Click here to enter text.

Mailing Address: Click here to enter text.

City, State, and Zip Code: Click here to enter text.

Phone Number: Click here to enter text. Fax Number: Click here to enter text.

E-mail Address: Click here to enter text.

# SECTION 7. SITE INFORMATION

Site Name: Click here to enter text.

# SECTION 8. TRANSFER DATE

What is the date that the transfer of operator or ownership will occur? Click here to enter text.

# SECTION 9. REPORTING AND BILLING INFORMATION

1. Reporting Forms: Please identify the individual for receiving the reporting forms.

First and Last Name: Click here to enter text.

Company Name: Click here to enter text.

Mailing Address: Click here to enter text.

City, State, and Zip Code: Click here to enter text.

Phone Number: Click here to enter text. Fax Number: Click here to enter text.

E-mail Address: Click here to enter text.

1. Annual Fee: Please identify the individual for receiving the annual fee invoices.

First and Last Name: Click here to enter text.

Company Name: Click here to enter text.

Mailing Address: Click here to enter text.

City, State, and Zip Code: Click here to enter text.

Phone Number: Click here to enter text. Fax Number: Click here to enter text.

E-mail Address: Click here to enter text.

# SECTION 10. DELINQUENT FEES OR PENALTIES

Do you owe fees to the TCEQ? Yes[ ]     No [ ]

Do you owe any penalties to the TCEQ? Yes[ ]     No [ ]

If you answered yes to either of the above questions, provide the amount owed, the type of fee or penalty, and an identifying number.

Click here to enter text

# TRANSFEROR SIGNATURE (Current Operator)

I consent to the transfer of the permit or registration and certify under penalty of law that this document is, to the best of my knowledge and belief, true, accurate, and complete. I am aware there are significant penalties for submitting false information, including the possibility of fine and imprisonment for known violations and revocation of this permit or registration.

Site Operator: Click here to enter text.

Title: Click here to enter text.

Company Name: Click here to enter text.

Below is a text box for signature, date, and notary public certification.

Signature: Date:

SUBSCRIBED AND SWORN to before me by the said

on this day of , 20

My commission expires on the day of , 20

(Seal) Notary Public

 County, Texas

# TRANSFEROR SIGNATURE (Current Owner)

Site owner is required to sign only if the operator is not the site owner.

I consent to the transfer of the permit or registration and certify under penalty of law that this document is, to the best of my knowledge and belief, true, accurate, and complete. I am aware there are significant penalties for submitting false information, including the possibility of fine and imprisonment for known violations and revocation of this permit or registration.

Site Owner: Click here to enter text.

Below is a text box for signature, date, and notary public certification.

Signature: Date:

SUBSCRIBED AND SWORN to before me by the said

on this day of , 20

My commission expires on the day of , 20

(Seal) Notary Public

 County, Texas

# TRANSFEREE SIGNATURE (New Operator)

I understand that I am responsible for operating the site described in this application in accordance with the requirements in 30 Texas Administrative Code Chapter 312, the conditions set forth in this application, and any additional conditions as required by the Texas Commission on Environmental Quality. I also certify under penalty of law that all information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine, imprisonment for violations, and revocation of this permit or registration.

New Site Operator: Click here to enter text.

Title: Click here to enter text.

Below is a text box for signature, date, and notary public certification.

Signature: Date:

SUBSCRIBED AND SWORN to before me by the said

on this day of , 20

My commission expires on the day of , 20

(Seal) Notary Public

 County, Texas

# LANDOWNER SIGNATURE

Complete Only If Landowner Is Not the Site Operator

I certify that I am the owner of the land described in this application and have all rights and covenants to authorize the applicant for this permit or registration, to use this site for the beneficial reuse of Click here to enter text. (insert type of waste). I understand that 30 Texas Administrative Code Chapter 312 requires me to make a reasonable effort to see that the applicant complies with requirements in 30 Texas Administrative Code Chapter 312, the conditions set forth in this application, and any additional conditions as required by the Texas Commission on Environmental Quality. I also certify under penalty of law that all information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine, imprisonment for violations, and revocation of this permit or registration.

Landowner Name: Click here to enter text.

Below is a text box for signature, date, and notary public certification.

Signature: Date:

SUBSCRIBED AND SWORN to before me by the said

on this day of , 20

My commission expires on the day of , 20

(Seal) Notary Public

 County, Texas

This is the end of the form. Instructions begin on the next page.

Attachment 1

Individual Information

Complete this attachment if the applicant or co-applicant is an individual. Make additional copies of this attachment if both are individuals.

Prefix (Mr., Ms., Miss): Click here to enter text.

Full Legal Name, including middle name: Click here to enter text.

Driver's License or State Identification Number: Click here to enter text.

State that Issued the License or Identification Number: Click here to enter text.

Date of Birth: Click here to enter text.

Mailing Address: Click here to enter text.

City, State, and Zip Code: Click here to enter text.

Phone Number: Click here to enter text. Fax Number: Click here to enter text.

E-mail Address: Click here to enter text.

For TCEQ Use Only

Customer Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Regulated Entity Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Permit Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

INSTRUCTIONS

This application applies to Sludge Permits and Registrations authorized under Chapter 312.

A sludgepermit must be transferred when a change in operator occurs. A sludge registration must be transferred when a change in operator or landowner changes. A transfer application must be submitted at least 30 days before the proposed transfer date.

# Where to Send the Application Form

One original and one copy of the application must be provided to the address below:

# Regular U.S. Mail:

Texas Commission on Environmental Quality

Applications Review and Processing Team, MC 148

PO Box 13087

Austin TX 78711-3087

# For Express Mail or Hand Delivery:

Texas Commission on Environmental Quality

Applications Review and Processing Team, MC 148

Building F Room 2101

12100 Park 35 Circle

Austin TX 78753

# TCEQ Contact List

Permit Information and Application Forms: 512-239-4671

Technical Information 512-239-4671

Environmental Law Division: 512-239-0600

Copies of records on file with the TCEQ may be obtained for a minimal fee from the Records Management Office at 512-239-2900.

# Application Fee

An application fee of $100.00 must be paid by check or money order made payable to the Texas Commission on Environmental Quality. Fees must be sent under separate cover making reference to the type of application, name of applicant, and permit number of existing permit.

Mail the application fee to:

Texas Commission on Environmental Quality

Revenues Section, MC 214

PO Box 13088

Austin TX 78711-3088

To verify receipt of payment or any other questions you may have regarding payment of fees to the TCEQ, you may call the Revenues Section, Cashiers Office at (512) 239-0357.

# Who Is Responsible and Liable for Compliance With The Permit Or Registration During Transfer Activities

The entity/individual to whom a permit or registration is issued is held responsible and liable for complying with the terms and conditions of the permit or registration. The permit or registration may be transferred upon approval by the Texas Commission on Environmental Quality (TCEQ). An attempted transfer is not effective for any purpose until approved, in writing, by the TCEQ.

If no agreement regarding transfer of permit or registration responsibility and liability is provided, responsibility for compliance with the terms and conditions of the permit or registration and liability for any violation is assumed by the transferee, effective on the date of the approved transfer. This section is not intended to relieve a transferor of any liability.

If a person attempting to acquire a permit or registration operates the facility before transfer approval is given, such person shall be considered to be operating without a permit or authorization.

The TCEQ may refuse to approve a transfer where conditions of a judicial decree, compliance agreement, or other enforcement order have not been entirely met.

# Current Permit or Registration Information

Provide the TCEQ permit or registration number for the authorization being transferred.

Provide the EPA I.D. number for the authorization being transferred.

Provide the current name on the permit or registration. The information provided must match the current permit exactly.

Provide the customer number (CN) for the current permittee. TCEQ assigns each customer a number that begins with CN, followed by nine digits. This is not a permit number, registration number, or license number. The Customer Number, for the current permittee, is available at the following website: <http://www2.tceq.texas.gov/wq_dpa/index.cfm>.

Provide the regulated entity reference number (RN) for the site. The RN is a number issued by TCEQ to sites where an activity is regulated by TCEQ. This is not a permit number, registration number, or license number. The RN is available at the following website: <http://www2.tceq.texas.gov/wq_dpa/index.cfm>.

# Applicant and Co-Applicant Information

Please attach a Core Data Form (TCEQ 10400) for these customers.

Class B Beneficial Land Use Permit: The applicant must be the entity who is land applying the sludge. If the sludge being land applied was generated outside this state, the landowner of the land application site must be a co-applicant.

Water Treatment Sludge or Domestic Septage Registrations:The applicant must be the entity who is land applying the sludge. The landowner of the land application site must be a co-applicant.

# Owner of the Beneficial Land Use Area/Application Site

Complete a Core Data Form for the landowner if the landowner is not an applicant or co-applicant.

# Application Contact Information

Provide the name and contact information for the person that TCEQ will contact if additional information is needed about this application.

# Permit Contact Information

Provide the name and contact information for the person that TCEQ will contact if additional information is needed during the term of the permit or registration.

# Site Information

Provide the name of the site as known by the public in the area where the site is located.

# Transfer Date

Provide the date that the transfer of ownership or operator will occur. Please note that this transfer application will not be processed until after the transfer date provided in this application. If the anticipated transfer date changes, the transferee or the transferor must notify the Applications Review and Process Team in writing, prior to the transfer date provided in this application.

# Reporting and Billing Information

Provide the name and contact information for the individual that will receive the reporting forms and the annual fee invoices.

The amount of the annual fees assessed is determined by the weight of the solids disposed of and reported to the commission as of September 1 of each year. Failure to report the disposal of sewage sludge or water treatment sludge does not exempt a registrant or permittee from this fee. Fees are calculated in accordance with 30 Texas Administrative Code (TAC) Section 312.9(b). For general questions regarding the annual sludge fee, contact the Sludge Team at 512-239-4433.

Pursuant to 30 TAC Section 312.4, any permittee to whom a permit is transferred is liable for payment of annual fees assessed and any associated penalties owed to the commission for the permitted site on the same basis as the transferor of the permit.

# Delinquent Fees and Penalties

The TCEQ will not issue, amend, or renew permits, registrations, certifications, or licenses to an entity or person who is delinquent on a penalty or fee owed to the TCEQ. The TCEQ will not declare any application administratively complete that is submitted by a person or entity who is delinquent on a fee or penalty until the fee or penalty is paid, or if on an approved installment plan, that payments under the plan are current. The TCEQ will withhold final action on an application until the fee or penalty is paid and the account is current, if after the application is considered administratively complete, we discover that the owner or entity who submitted the application is delinquent on a fee or penalty.

The following TCEQ website will help you determine if you owe any fees or penalties to the TCEQ and how to make a payment: <https://www.tceq.texas.gov/agency/fees/delin/index.html>. If fees or penalties are owed, please identify the type of fee or penalty owed, the amount owed, and the TCEQ identifying number. For penalties, please provide the TCEQ docket number

For questions about delinquent fees and penalties, contact the Financial Administration Division, Revenue Section, at 512-239-0354.

# Attachment 1. Individual Information

If the facility owner or co-applicant is an individual, provide the prefix, full legal name (including first, middle, and last name), driver's license number or state identification number, the state that issued the license or identification number, date of birth, mailing address, phone number, fax number, and email address.

# Signature Requirements

In accordance with 30 TAC Section 312.10(i): If the transfer form is not signed by both the site operator and the landowner, the application shall be considered a request to cancel the permit/ registration.

The transferee and transferor are required to sign the transfer application form. Each signature page must bear the seal of a notary public. The date signed by the applicant must be the same as the date notarized. The signature page will not be acceptable if the dates are different.

For a corporation, the application shall be signed by a responsible corporate officer. For purposes of this paragraph, a responsible corporate officer means a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or the manager of one or more manufacturing, production, or operating facilities employing more than 250 persons or having gross annual sales or expenditures exceeding $25 million (in second-quarter 1980 dollars), if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures. Corporate procedures governing authority to sign permit or post-closure order applications may provide for assignment or delegation to applicable corporate positions rather than to specific individuals.

For a partnership or sole proprietorship, the application shall be signed by a general partner or the proprietor, respectively.

For an independent school district, the application shall be signed by at least the level of Assistant Superintendent.

For a municipality, state, federal, or other public agency, the application shall be signed by either a principal executive officer or a ranking elected official. For purposes of this paragraph, a principal executive officer of a federal agency includes the chief executive officer of the agency, or a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., regional administrator of the EPA).

This is the end of the instructions.