



STATE OF MAINE  
Department of Environmental Protection



**Notification of Temporarily Out of Service Tank(s) for  
Underground Oil Storage Tank Facilities  
INFORMATION AND FORM INSTRUCTIONS**

Maine's Oil Storage Facilities and Ground Water Protection Law<sup>1</sup> and the Department of Environmental Protection (Department) *Rules for Underground Oil Storage Facilities (UST Rules)* require the owner of an underground oil storage facility to amend the registration with the Department to reflect any changes in ownership, tank use, or facility upgrades<sup>2</sup>. The purpose of this form is to provide the Department with notification of any tanks that will be temporarily out of service for more than 3 months and less than 12 months (see NOTE below for information regarding out of service requests extending beyond 12 months).

Complete all applicable sections. Be sure to sign the completed form and keep a copy for your records.

**NOTE: Requirements for out-of-service tanks<sup>3</sup>.** All underground components of an oil storage facility must be removed if the facility has been or is intended to be out of service<sup>4</sup> for more than 12 consecutive months unless:

- A. Before the 12 month period has expired, the facility owner obtains written approval<sup>5</sup> from the DEP allowing the facility to remain out of service for a longer period<sup>6</sup>; or
- B. The owner obtains written approval from the DEP to abandon the facility in place.

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<sup>1</sup> See *Oil Storage Facilities and Groundwater Protection law* 38 M.R.S. §§ 561-571

<sup>2</sup> See *Rules for Underground Oil Storage Facilities*, 06-096 C.M.R., ch. 691 § 4(C) and (M) (amended April 3, 2016)

<sup>3</sup> See 06-096 C.M.R., ch. 691 § 11(B), (D) and (E)

<sup>4</sup> A facility is temporarily out of service if it is neither receiving nor dispensing oil, but is to be returned to service or is waiting removal/abandonment.

<sup>5</sup> To obtain written permission to be out of service for more than 12 months, contact the Department at 287-7688 and ask for someone in the Tanks Unit or submit a written request to: Tanks Unit, Department of Environmental Protection, 17 State House Station, Augusta, ME 04333-0017

<sup>6</sup> The Department cannot approve the return to service of a single-walled underground oil storage tank that has been out of service for more than 12 consecutive months.



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## Notification of Temporarily Out of Service Tank(s) for Underground Oil Storage Tank Facilities

Facility Name: \_\_\_\_\_ Reg. #: \_\_\_\_\_

Tank #:		Tank Size:		Product Stored:	
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Tank #:		Tank Size:		Product Stored:	

Reason for temporary abandonment: \_\_\_\_\_

Out-of-service date: \* \_\_\_\_\_ *\* This is the day after the tank/facility's last fuel delivery or last dispensing/use of fuel, whichever is later*

By submitting this form, I certify that:

- A. The corrosion protection system (if applicable) is being properly operated and maintained;
- (Please check one box under B.)**
- B1.  Leak detection is continuing in accordance with applicable *UST Rules*; **OR**
- B2.  All liquids (product and water) have been removed from the tank with no more than one (1) inch of residual left (*NOTE: This is required if the tank is single-walled and does not have electronic monitoring*);
- C. Vent lines are open and functioning;
- D. All other lines, pumps, man ways and ancillary equipment are capped and secured;
- E. An Annual Inspection will be submitted on schedule to the Department;
- F. Any evidence of a possible leak or discharge will be investigated and reported to the Department.

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Printed Name & Title of Owner or Authorized Employee Phone

\_\_\_\_\_  
Address Town State Zip

Submit the signed original to:

Attn: Tank Registration Staff  
 Department of Environmental Protection  
 17 State House Station  
 Augusta, Maine 04333-0017  
 Phone: (207) 287-7688