



New Jersey Department of Environmental Protection Site Remediation Program

INSTRUCTIONS FOR EXEMPTION FROM SPILL ACT LIABILITY CERTIFICATION FORM

General Instructions

1. **Applicability** – Use this form to certify that a particular federal, state, or local governmental entity is exempt from Spill Act liability.
2. **Updates.** The NJDEP may update this form periodically. Please ensure you are using the latest version of this form. Download the latest version of this form from the NJDEP Website: <http://www.nj.gov/dep/srp/srra/forms/>.
3. **Signatures.** The form must be signed by the representative of the person authorized to certify for the governmental entity.
4. Completed forms should be sent to:
Bureau of Case Assignment & Initial Notice
Site Remediation Program
NJ Department of Environmental Protection
401-05H
PO Box 420
Trenton, NJ 08625-0420

Section A. Site Name and Location

- **Site Name:** Provide the name of the site (i.e., ABC Corporation);
- **List all AKAs:** Provide all other known names for the site;
- **Street Address:** Provide the street address for the site. NOTE: This should be the physical location of the site – not the mailing address;
- **Municipality:** Provide the name of the municipality where the site is located and indicate if it is a township, a borough, or a city. NOTE: This should be the name of the municipality - not the local name;
- **County:** Provide the name of the county where the site is located;
- **Zip code:** Self-explanatory;
- **Program Interest (PI) Numbers:** The PI Number is assigned by the NJDEP and can be obtained via the web at <http://www.nj.gov/dep/srp/> (DEP DATA MINER REPORTS). If this is a new site with no previous SRP involvement, leave blank;
- **Case Tracking Numbers:** Provide all NJDEP generated site identification numbers (UST Notice of Intent to Close numbers, ISRA numbers, etc.);
- **Incident Number(s)/Com. Center Number(s):** Self-explanatory;
- **Municipal Block(s) and lot(s):** Provide all lot and block numbers for the site.

Section B. Property Owner

Indicate if you are the current owner of the property identified in section A. If you are, provide the date you acquired the property. If you are NOT the current owner, indicate if you have ever owned the property. If you have previously owned the property, provide the date you sold the property. If you are NOT the current owner also provide the name, address, and contact information for the current owner of the property.

Section C. Description of Conditions That Allow an Exemption from Spill Act Liability

A federal, state, or local governmental entity can determine whether it is responsible to remediate the contamination at a property by reviewing the Spill Compensation and Control Act at N.J.S.A. 58:10-23.11g.d(4).

1. Provide information to the NJDEP about how the governmental entity acquired the site by selecting either a or b.
2. Indicate if you have conducted remediation work at the site within the last year.
3. Indicate if you plan on conducting remediation work at the site within the next year.

Section D. Information Concerning Parties Responsible For Contaminants Discharged at the Site

Check the applicable box regarding information you may have about the responsible party or parties for contaminants discharged at the site and attach supporting documentation to support that information.

Section E. Person Authorized to Certify for the Governmental Entity Information and Certification

The certification in this section shall be signed and dated by the person authorized to certify for the governmental entity. Have a Notary Public witness the certification of the person that is authorized to certify for the governmental entity. The certification required in this section shall be executed as follows:

- Provide the full legal name of the person authorized to certify for the governmental entity;
- Provide the title of the of the person authorized to certify for the governmental entity;
- Provide the telephone number, extension number, and fax number of the of the person authorized to certify for the governmental entity;
- Provide the mailing address, including the city/town, state, and zip code of the of the person authorized to certify for the governmental entity;
- Provide the email address of the of the person authorized to certify for the governmental entity;
- The person authorized to certify for the governmental entity shall provide His/her signature where indicated.