



New Jersey Department of Environmental Protection
Site Remediation and Waste Management Program

**INSTRUCTIONS FOR THE REMEDIAL ACTION PERMIT APPLICATION –
GROUND WATER**

Please review the Remedial Action Permits for Ground Water Quick Reference Guide

(http://www.nj.gov/dep/srp/srra/training/matrix/quick_reference.html), the Remedial Action Permits for Ground Water Guidance (http://www.nj.gov/dep/srp/guidance/index.html#rap_gw), and the Monitored Natural Attenuation Technical Guidance (http://www.nj.gov/dep/srp/guidance/#mon_nat_atten) before completing this application.

1. **Applicability.** Use this form to apply for a permit for a ground water Remedial Action that includes an engineering and/or institutional control that requires a Classification Exception Area/Well Restriction Area (CEA/WRA) and short or long-term monitoring, maintenance and evaluation requirements pursuant to N.J.A.C. 7:26C-7. If the CEA is related to historic fill only, then a Remedial Action Permit for Ground Water is not required. However, a CEA/WRA Fact Sheet Form is required for a CEA related to historic fill.

For Termination of Permit include ground water data, maps, monitoring, maintenance, and evaluation plan. Skip Sections F, G, H, I and J.

For a modification(s) to a permit pursuant to N.J.A.C. 7:26C-7.12, please include the reason(s) for the modification(s) in a cover letter with the application. Please be advised that change of ownership is a permit transfer and not a modification to a permit (unless the ownership change also includes a change in “Primary Responsibility for Permit Compliance”).

Note: The “Person Responsible for Conducting the Remediation” that is currently identified on the permit cannot be changed since the remediation has already been completed by that responsible party. However, the person that has “Primary Responsibility for Permit Compliance” can change with the appropriate permit modification fee.

2. **Updates.** The New Jersey Department of Environmental Protection (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.** This form must be signed by the person responsible for conducting the remediation, the property owner, and the Licensed Site Remediation Professional (LSRP) or the NJDEP licensed Subsurface Evaluator responsible for completion of the form and attached Exhibits.

LSRP vs. Subsurface Evaluator

Please make sure you check the appropriate box at the top of the form to indicate if a Licensed Site Remediation Professional (LSRP) or a Subsurface Evaluator is certifying the form. Ensure that the corresponding signature page is included with the form.

The Subsurface Evaluator option is only for unregulated heating oil tanks (UHOT) where you are a NJDEP licensed Subsurface Evaluator and the remediation is for unregulated heating oil tank system(s) and no other areas of concern.

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(ies) in which the facility is physically located and indicate if it is a township, borough, village, or city. NOTE: This should be the name of the incorporated municipality and not the local name;

- **County:** Provide the name of the county(ies) where the site is located;
- **Zip code:** Enter the five-digit code for the physical location of the site;
- **Program Interest (PI) Number(s):** 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 (Hotline incident numbers, UST Notice of Intent to Close numbers, ISRA numbers, etc.). If this is a Ground Water Remedial Action Permit Modification, or Termination, include your permit number.
- **Municipal Block(s) and Lot(s):** Provide the municipal block(s) and lot(s) numbers for the entire site (not just the municipal block(s) and lot(s) numbers of the CEA);
- **Federal Case:** Indicate if the site is a federal case. If “Yes,” indicate the case type; check all that apply. Please note that the following Federal Facility case types are ineligible to proceed without the NJDEP’s pre-approval: US Department of Energy sites, US Department of Defense sites, Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) sites (commonly known as NPL/Superfund sites), and Resource Conservation and Recovery Act (RCRA) Government Priority Remedial Action (GPRA) Sites listed at <http://www.epa.gov/epawaste/hazard/correctiveaction/pdfs/2020scc.pdf>. Additional information regarding the Site Remediation Reform Act (SRRA) implementation process for RCRA, CERCLA and Federal Facility Sites can be found at: http://www.nj.gov/dep/srp/srra/training/matrix/quick_ref/rcra_cercla_fed_facility_sites.pdf.

If you have any questions, please contact the Bureau of Case Management at 609-633-1455.

Section B. Permit Application, Modification, and Termination Fees

If this application is for a Modification or Termination, check the box to confirm that all outstanding Remedial Action Permit annual fees have been paid in full. The application will not be processed until all outstanding fees have been paid.

Check the appropriate box for the application and fee that will accompany this permit application form. Checks shall be made payable to “Treasurer State of New Jersey.” Include your Program Interest Number and Permit number (modification or termination applications only) on your check.

Section C. Fee Billing Contact Person

Complete this section for the fee billing contact person. The Annual Permit Fee Invoice will be mailed to this person.

Section D. Person Responsible for Conducting the Remediation – Co-Permittee.

Complete this section for the person responsible for conducting the remediation. If there is more than one person, complete the Addendum A for the additional person(s).

Section E. Current Owner of the Site – Co-Permittee.

Complete this section for the current owner of the site. If there is more than one person, complete the Addendum B for the additional person(s).

Section F. Classification Exception Area (CEA) Information

1. Indicate if this Ground Water Remedial Action Permit Application is for a previously established CEA. If “Yes,” provide the date the original CEA was established.
2. Attach a completed CEA/WRA Fact Sheet Form with all exhibits to this application. The form can be found at <http://www.nj.gov/dep/srp/srra/forms>.
3. Indicate if the CEA has been mapped *and* accurately depicts the CEA boundary on NJ-GeoWeb. If not, then submit a GIS compatible map, produced in conformance with guidance at <http://www.nj.gov/dep/srp/gis>, of the CEA by email to srpgis_cea@dep.nj.gov.

GIS Deliverables submittal requirements:

- ESRI ArcMap users are advised that “mdb” (geodatabase) files are no longer accepted via email for security reasons. Attach GIS polygon shape files instead. Shape files need to include the following file extensions: .shp; .shx; .dbf; and .prj.
- Computer-aided Design (CAD) software users must submit DWG files defined in “model space” NAD 83 State Plane Coordinate feet. The CEA boundary should be mapped as a DWG **Polygon** and the record(s) that depict the extent of the CEA boundary must be named “CEA_Boundary” in the Layer field. Do not name annotation, graphics or any other map element in this way.

- Send GIS deliverables **by email only** to srpgis_cea@dep.nj.gov (do not include CAD or shape files on the CD submitted with the form).
- Please refer to <http://www.nj.gov/dep/srp/gis/> for the Minimum Accuracy Requirements for SRP GIS Submissions.
- In the body of the email that includes the GIS deliverables, include the CEA information as described in the Administrative Requirements for GIS Deliverables found at <http://www.state.nj.us/dep/srp/gis/>.
- GIS questions/comments should be directed to srpgis@dep.nj.gov.

Section G. Monitoring, Maintenance and Evaluation Information

Must be completed for all active/long term ground water remediation.

1. **Type of Remediation** – Check either the box for Natural Attenuation or Active Remediation to identify the type of Remedial Action implemented at the site.
 - a. If you checked Monitored Natural Attenuation, complete questions 1 through 4 underneath the check box for Monitored Natural Attenuation as indicated below:
 1. Indicate if there is a decreasing trend of contaminant concentrations in the ground water. If the answer is “No” for this question, indicate if the ground water plume is considered stable. A ground water plume is considered stable if the concentration trends remain the same over time and the sentinel well concentration remains below the Ground Water Quality Standards. Evidence of a decreasing trend of contaminant concentrations in the ground water or a stable plume is required for Monitored Natural Attenuation to be considered as a remedy
 2. Indicate if the ground water plume is reaching the sentinel wells. All Ground Water Remedial Action Permits are required to have a “clean” sentinel well for the monitoring of the fate and transport of the ground water plume. If the answer is “Yes” for this question, then you are not ready for a Ground Water Remedial Action Permit and further delineation is required.
 3. Indicate if all soil contamination in the unsaturated zone has been remediated to the applicable numeric Soil Remediation Standard for all area(s) of concern associated with this CEA. If the answer is “No” for this question, provide an explanation in Section L - Other Information. Only answer Not Applicable (NA) this question if soil contamination in the unsaturated zone was never present for the area(s) of concern associated with this CEA.
 4. Indicate if all free and/or residual product in the unsaturated and saturated zones as determined pursuant to N.J.A.C. 7:26E-5.1(e) has been treated or removed for all area(s) of concern associated with this CEA. If the answer is “No” for this question, provide an explanation in Section L - Other Information. Only answer Not Applicable (NA) to this question if free and/or residual product in the unsaturated and saturated zones was never present for the area(s) of concern associated with this CEA.
 - b. If you checked Active Remediation, indicate the type of remediation (e.g. Multiple Phase Extraction System, SVE/Air Sparging, Ozone Sparging, Pump & Treat, etc). Also, complete questions 1 through 6 underneath the check box for Active Remediation as indicated below:
 1. Indicate if there is a decreasing trend of contaminant concentrations in the ground water. If the answer is “No” for this question, indicate if the ground water plume is considered stable. A ground water plume is considered stable if the concentration trends remain the same over time and the sentinel well concentration remains below the Ground Water Quality Standards. Evidence of a decreasing trend of contaminant concentrations in the ground water or a stable plume is required for Monitored Natural Attenuation to be considered as a remedy.
 2. Indicate if the ground water plume is reaching the sentinel wells. All Ground Water Remedial Action Permits are required to have a “clean” sentinel well for the monitoring of the fate and transport of the ground water plume. If the answer is “Yes” for this question, then you are not ready for a Ground Water Remedial Action Permit.
 3. Indicate if the ground water plume is migrating horizontally or vertically into an uncontaminated aquifer zone below and adjacent to the contaminant plume. If the answer is “No” for this question, provide an explanation in Section L - Other Information.
 4. Indicate if the ground water Remedial Action is performing as designed. If the answer is “No” for this question, provide an explanation in Section L - Other Information.
 5. Indicate the expected duration of the active remediation in whole years.

2. Indicate if a Technical Impracticability (TI) Determination has been submitted. If “Yes,” attach a summary of the TI Determination and include any additional monitoring requirements in the Ground Water Monitoring Plan in accordance with Table 1, item 6, of the Technical Impracticability Guidance for Ground Water. The guidance document can be found at <http://www.nj.gov/dep/srp/guidance>.
3. Check the monitoring schedule that summarizes your monitoring proposal. This is not a schedule for submitting data to the NJDEP. All monitoring data shall be submitted once every two years with the Remedial Action Protectiveness/ Biennial Certification Form – Ground Water. Please see the following table from the Monitored Natural Attenuation Technical Guidance for the recommended monitoring well sampling frequency for a Monitored Natural Attenuation Ground Water RAP:

Table 4
Recommended Monitoring Well Sampling Frequency

| Situation | Performance Well Sampling Frequency | Sentinel Well Sampling Frequency | Reporting Schedule |
|---------------|---|--|--|
| Permit issued | Annual years 1-4 * | ½ travel time to nearest receptor or annual, whichever is more frequent | With CEA Biennial Certification |
| After 4 years | Biennial years 5-8 * | ½ travel time to nearest receptor or biennial, whichever is more frequent | With CEA Biennial Certification |
| After 8 years | BTEX: Every 8 years for the remainder of the permit. Contaminants other than BTEX > 10X GWQS: every 4 years Contaminants other than BTEX < 10X GWQS: every 8 years for remainder of the permit | ½ travel time to nearest receptor or the same frequency as the performance wells, whichever is more frequent | With next scheduled CEA Biennial Certification |

*** Progression through this sampling schedule is appropriate only if contaminant degradation is occurring as predicted during each monitoring event, and the remedy remains protective of receptors. If contaminant degradation is not occurring as predicted, the applicability of the MNA remedy must be reevaluated in accordance with the MNA guidance.**

4. Attach the following items to this form for submission to the NJDEP:
 - An electronic copy in Adobe Portable Document Format (PDF) of the applicable Remedial Action Report (RAR) on CD. Indicate on the form the location in the RAR (*page #(s) / figure #(s)*) of the map(s) showing ground water contaminant delineation (horizontally and vertically);
 - The Ground Water Monitoring Plan in both paper and electronically (in “MS Excel” file format). Complete the Ground Water Monitoring Plan using the spreadsheet found at <http://www.nj.gov/dep/srp/srra/forms>. Include the schedule for both the analytical monitoring as well as hydraulic monitoring. Identify the monitoring points, frequency of analysis and frequency of reporting on the spreadsheet. The GW Monitoring Plan spreadsheet has instructions within the spreadsheet.
 - A scaled site map indicating the locations of the proposed ground water sampling points and ground water flow direction in both paper and electronically (in “.jpg” file format). Clearly indicate the identification of any wells that will serve as sentinel wells. The map should include a bar scale and north arrow.
 - A site location map in both paper and electronically (in “.jpg” file format). This can be from a U.S.G.S. 7.5 minute topographic quadrangle. Clearly note the facility location and property boundaries. The map should include a bar scale and a north arrow.

Section H. Financial Assurance

1. Indicate if the Remedial Action includes a ground water or vapor intrusion engineering control. **“Engineering control”** means any physical mechanism to contain or stabilize contamination or ensure the effectiveness of a Remedial Action. An engineering controls may include, without limitation, dike, trench, leachate collections system, , long term air sparging/soil vapor extraction, vapor mitigation systems/sub-slab depressurization systems, Point of Entry Treatment (POET) water systems, and ground water containment system including, without limitation, a slurry wall, grout jet walls, sheet pilings, or an active ground water pump and treatment system.

If the proposed ground water Remedial Action **does not** include an engineering control, then Financial Assurance (FA) is not required for the permit, skip the rest of this section and go to the next section.

2. If the proposed ground water Remedial Action includes an engineering control, **Financial Assurance must be obtained prior to filing this application** (unless all permittees are exempt pursuant to N.J.A.C. 7:26C-7.10(c)).

The Administrative Requirements for the Remediation of Contaminated Sites, specifically N.J.A.C. 7:26C-10(c), defines certain entities that are exempt from filing FA. Check all that qualifies you to be exempted. If you are exempt skip the rest of this section and go to the next section.

In the event that more than one permittee is required to establish FA and one or more of the permittees is exempt from this requirement, the non-exempt permittee(s) shall establish the full amount of the FA required.

Refer to N.J.A.C. 7:26C-5 for the FA requirements <http://www.nj.gov/dep/srp/regs/arrcs/index.html>.

3. Indicate whether the current owner of the site is either a homeowner association or a condominium association by including “X” in the appropriate box. If a homeowner association or a condominium association is identified in Section E of this Permit Application, attach a copy of the association’s annual budget that includes funds for the operation, monitoring, and maintenance of the engineering control(s) at the site, skip the rest of this section and go to the next section. If the association identified in Section E of this Permit Application is ever unable to meet this requirement, then the person responsible for conducting the remediation is required to establish the FA for the permit if they are not exempt pursuant to N.J.A.C. 7:26C-7.10(c).
4. Include a cost estimate for the operation, maintenance, and monitoring of the engineering control(s) at the site. The Licensed Site Remediation Professional (LSRP) will determine the amount of funds needed to operate, maintain, and monitor the engineering control(s) at the site for as long as the control(s) are needed, up to thirty (30) years (minimum of \$30,000 for a 30 year time frame). Guidance for acceptable cost estimates can be found in the Remedial Action Permit Guidance Document at http://www.nj.gov/dep/srp/guidance/index.html#rap_gw.
5. Indicate if permittee(s) and/or co-permittee(s) are using an existing Remediation Funding Source (RFS) mechanism as the FA for the site. If you are, indicate if ALL THREE of the following criteria have been met:
 - a. The LSRP will be issuing an entire site RAO or there are no contaminated AOCs still undergoing remediation as a result of the issuance of this permit. In other words, there are no remaining areas of concern which require remediation at the site. If there are remaining areas of concern requiring remediation, RFS is still required for that site; therefore you cannot use the existing RFS, but must obtain a separate financial mechanism for FA.
 - b. The amount of the funds in the RFS is equal to the amount of the funds required to be posted for FA. If the amount of the funds in the RFS is either greater than or less than the amount required for FA, you must follow the requirements in the ARRCS rules at N.J.A.C. 7:26C-5.11 to either increase or decrease the funds PRIOR TO the submission of the RAP application.
 - c. The RFS is NOT in the form of a self-guarantee. If the RFS is in the form of a self-guarantee, you cannot use the existing RFS, but must obtain a separate financial mechanism for FA.

Provide the full amount of the current Remediation Funding Source.

6. Enter the full dollar amount established as the FA. Submit a completed Remediation Cost Review and RFS/FA form which describes how the LSRP estimated the amount of the FA along with the permit application. This form can be found at <http://www.nj.gov/dep/srp/srra/forms>.

If you are using an existing RFS as FA and had previously submitted the Remediation Cost Review and RFS/FA form in order to adjust the amount of the RFS so that it is equal to the FA, you may submit a copy of that form with the permit application.

7. Identify the FA Mechanism used as one or any combination of the following: a Remediation Trust Fund, an Environmental Insurance Policy, a Line of Credit, a Letter of Credit, or a loan or a grant.

The following is guidance on FA mechanisms for engineering controls.

| Financial Assurance Mechanism | Acceptable as Financial Assurance for an Engineering Control? |
|---|---|
| 1. A remediation trust fund agreement in accordance with N.J.A.C. 7:26C-5.4 | Yes |
| 2. An environmental insurance policy in accordance with N.J.A.C. 7:26C-5.5 | Yes |
| 3. A line of credit agreement in accordance with N.J.A.C. 7:26C-5.6 | Yes |
| 4. A letter of credit in accordance with N.J.A.C. 7:26C-5.7 | Yes |
| 5. A loan or a grant in accordance with N.J.A.C. 7:26C-11 and 12 | Yes |
| 6. A self-guarantee in accordance with N.J.A.C. 7:26C-5.8 | No |

8. Provide the name, address, and phone number of the contact person at the financial institution for the FA.
9. Attach the original FA mechanism or a copy if the person is using an existing RFS mechanism as FA.

Note: If there is a change in the FA the NJDEP will not authorize the release of an existing FA instrument until a new FA instrument is established and in place.

Section I. Land Use

1. Check all that apply to indicate the current land use(s) for the site where the discharge originated.
2. Check all that apply to indicate the off-site land use(s) within the aerial extent of the CEA.

Section J. Receptor Evaluation Summary

1. Identify if any of the listed receptors are within 200 feet of the plume boundary (check all that apply).
Well Head Protection Area locations are available on the NJDEP's NJ-GeoWeb application which can be found at: <http://www.nj.gov/dep/gis/geoweb splash.htm>.
2. Subchapter 1 of the Technical Requirements for Site Remediation requires an evaluation of receptors during each phase of investigation and remediation. Based on these evaluations, indicate if any receptors have been impacted. If "Yes," fill in the date of Receptor Control and IEC Contaminant Source Control.

The date of Receptor Control is when treatment systems were installed for all receptors (pre-November 4, 2009) or when the IEC Engineered System Action Report (120-day) is filed with the NJDEP.

The date of IEC Contaminant Source Control is when the source of contamination for the IEC condition has been delineated and remediated (pre-November 4, 2009), or when the IEC Contaminant Source Control Report is filed with the NJDEP.

3. Indicate if any vapor mitigation systems have been installed as a result of this ground water contamination. If "Yes," indicate the type of system installed and attach the Operation, Maintenance, and Monitoring (OMM) Plan for the vapor mitigation system(s) both in paper and electronically (in "MS Word" file format). The OMM Plan should identify the building(s) and/or structure(s) and vapor mitigation system(s) that are in place (e.g., active or passive), including the address and block and lot of each impacted property. Refer to the Vapor Intrusion Technical Guidance Document at <http://www.nj.gov/dep/srp/guidance/index.html#vi>.
4. Indicate if any Point of Entry Treatment (POET) water systems been installed as a result of this ground water contamination. If "Yes," attach the OMM Plan for the POET water system(s) that are in place both in paper and electronically (in "MS Word" file format). The OMM Plan should provide the address and lot and block of each property with a POET water system in place. The sampling of the POET water system(s) should be included in the Ground Water Monitoring Plan for the site.
5. Indicate if any potable wells that do not have a POET water system are being sampled regularly as a result of this ground water contamination. If "Yes", include these potable wells in the Ground Water Monitoring Plan for the site.

Section K. Other Remedial Action Permits

Identify if any other Remedial Action Permits are being applied for or obtained. List the Permit Type, Permit Number, and Effective Date for each Remedial Action Permit obtained, or the type of Remedial Action Permit(s) being applied for.

Section L. Other Information Provided

Explain any additional information submitted with the permit application. This shall include the explanation required in Section G.

Section M. Person Responsible for Conducting the Remediation Information and Certification

The certification in this section shall be signed and dated by the person responsible for conducting the remediation. The certification in this section shall **not** be signed by the Licensed Site Remediation Professional or law firm hired to assist the owner or operator with their compliance obligations. The certification required in this section shall be executed as follows:

1. For a corporation or limited liability company, by a principal executive officer of at least the level of vice president; or
 2. For a partnership or sole proprietorship, by a general partner or the proprietor, respectively; or
 3. For a municipality, state, Federal or other public agency, by either a principal executive officer or ranking elected official; or
 4. By a duly authorized representative of the corporation, partnership, sole proprietorship, municipality, state or Federal or other public agency, as applicable. A person is deemed to be a duly authorized representative if the person is authorized in writing by an individual described in 1, 2 or 3 above and the authorization meets the following criteria:
 - i. The authorization specifies either an individual or a position having responsibility for the overall operation of the industrial establishment or activity, such as the position of plant manager, or a superintendent or person of equivalent responsibility (a duly authorized representative may thus be either a named individual or any individual occupying a named position);
 - ii. The written authorization is submitted to the NJDEP along with the certification; and
 - iii. If an authorization is no longer accurate because a different individual or position has responsibility for the overall operation of the industrial establishment or activity, a new authorization satisfying the requirements of this section shall be submitted to the NJDEP prior to or together with any reports, information, or applications to be signed by an authorized representative.
- Provide the full legal name of the person responsible for conducting the remediation;
 - Provide the full name of the representative of the person responsible for conducting the remediation, pursuant to N.J.A.C. 7:26C-1. Enter "Same" if the representative is the same person as the person responsible for conducting the remediation;
 - Provide the title of the representative of the person responsible for conducting the remediation;
 - Provide the telephone number, extension number, and fax number of the representative of the person responsible for conducting the remediation;
 - Provide the mailing address, including the city/town, state, and zip code of the representative of the person responsible for conducting the remediation;
 - Provide the email address of the representative of the person responsible for conducting the remediation;
 - The representative for the person responsible for conducting the remediation shall provide:
 - ❖ His/her signature where indicated;
 - ❖ His/her name and title (i.e., President, CEO); and
 - ❖ The date when the signing occurred.

Section N. Current Owner of the Site Information and Certification

The certification in this section shall be signed and dated by the person who owns the property. The certification in this section shall **not** be signed by the Licensed Site Remediation Professional or law firm hired to assist the owner or operator with their compliance obligations. The certification required in this section shall be executed as follows:

1. For a corporation or limited liability company, by a principal executive officer of at least the level of vice president; or
2. For a partnership or sole proprietorship, by a general partner or the proprietor, respectively; or
3. For a municipality, state, Federal or other public agency, by either a principal executive officer or ranking elected official; or
4. By a duly authorized representative of the corporation, partnership, sole proprietorship, municipality, state or Federal or other public agency, as applicable. A person is deemed to be a duly authorized representative if the person is authorized in writing by an individual described in 1, 2 or 3 above and the authorization meets the following criteria:

- i. The authorization specifies either an individual or a position having responsibility for the overall operation of the industrial establishment or activity, such as the position of plant manager, or a superintendent or person of equivalent responsibility (a duly authorized representative may thus be either a named individual or any individual occupying a named position);
 - ii. The written authorization is submitted to the NJDEP along with the certification; and
 - iii. If an authorization is no longer accurate because a different individual or position has responsibility for the overall operation of the industrial establishment or activity, a new authorization satisfying the requirements of this section shall be submitted to the NJDEP prior to or together with any reports, information, or applications to be signed by an authorized representative.
- Provide the full legal name of the person who owns the property;
 - Provide the full name of the representative of the person who owns the property, pursuant to N.J.A.C. 7:26C-1. Enter "Same" if the representative is the same person as the person who owns the property;
 - Provide the title of the representative of the person who owns the property;
 - Provide the telephone number, extension number, and fax number of the representative of the person who owns the property;
 - Provide the mailing address, including the city/town, state, and zip code of the representative of the person who owns the property;
 - Provide the email address of the representative of the person who owns the property;
 - The representative for the person who owns the property shall provide:
 - ❖ His/her signature where indicated;
 - ❖ His/her name and title (i.e., President, CEO); and
 - ❖ The date when the signing occurred.

Note: There may be circumstances where the current property owner signature cannot be obtained. In these situations, a copy of the completed permit application excluding the current property owner signature should be provided to the property owner. To document that the current property owner was provided a copy of the permit application, a copy of the letter transmitting the permit application needs to be included with the application submitted to the NJDEP.

Section O. Complete the appropriate signature page.

The Subsurface Evaluator option is only for cases associated with unregulated heating oil tanks (UHOT) where you are a NJDEP licensed Subsurface Evaluator and the remediation is for unregulated heating oil tank system(s) and no other areas of concern.

Licensed Site Remediation Professional Information and Statement

- LSRP ID Number: Provide the Licensed Site Remediation Professional ID Number.
- Provide the name, phone number, email and mailing address (city/town, state, zip code) of the Licensed Site Remediation Professional.
- The certification in this section shall be signed and dated by the Licensed Site Remediation Professional.

Subsurface Evaluator Information and Statement

- The certification in this section shall be signed and dated by the Subsurface Evaluator. Include the evaluator's name, UST certification number, the firm's name, the firm's UST certification number, address (city/town, state, zip code), telephone number, and email address.