



**Notice of Intent (NOI) for Discharges of
Petroleum Contaminated Water under TPDES
General Permit (TXG830000)**

TCEQ Office Use Only

Permit No.: _____

RN: _____

CN: _____

IMPORTANT:

- Use the **INSTRUCTIONS** to fill out each question in this form.
- Use the attached **CUSTOMER CHECKLIST** to make certain all you filled out all required information.
- Incomplete applications **WILL** delay approval or result in **automatic Denial**.

Application Fee

You must pay the **\$100** Application Fee to TCEQ for the application to be considered complete. Payment and NOI must be mailed to separate addresses. See instructions for correct mailing addresses.



Did you know you can pay on line? Go to <https://www6.tceq.texas.gov/epay/>

Select Fee Type: General Permit Wastewater Discharge Application

Provide your payment information below, for us to verify payment of the application fee:

Mailed	Check/Money Order No.:	Name Printed on Check:
EPAY	Voucher No.:	Is the Payment Voucher copy attached? Yes

Renewal of an existing General Permit Authorization

Is this NOI being submitted to continue an ACTIVE authorization under a reissued general permit?

Yes If Yes, what is the permit number issued by TCEQ? Permit No.: TXG83_____

No If No, a new permit number will be issued.

A. OPERATOR (applicant)

Read the instructions regarding 'who must apply' for the permit. Co-Applicant/Permittee may be required.

Is there a co-applicant(s)? Yes - The Attachment for Customer Information & Signature Statement is attached for each co-applicant.

No

If the applicant is currently a customer with TCEQ, what is the Customer Number (CN) issued to this entity? CN _____

Search for your CN at: <http://www12.tceq.texas.gov/crpub/index.cfm?fuseaction=cust.CustSearch>

What is the Legal Name of the entity (applicant) applying for this permit?

(The legal name must be spelled exactly as filed with the Texas Secretary of State, County, or in the legal document forming the entity.)

What is the name and title of the person signing the application?

(The person must be an executive official meeting signatory requirements in TAC 305.43(a).)

Prefix: _____ First/Last Name: _____ Suffix: _____

(Mr. Ms, Miss)

Title: _____ Credential: _____

What is the applicant's mailing address as recognized by the **US Postal Service**?

You may verify the address at: <http://zip4.usps.com/zip4/welcome.jsp>

Mailing Address:

Internal Routing (Mail Code, etc.):

City: _____ State: _____ ZIP Code: _____

Mailing Information if outside USA

Territory: _____ Country Code: _____ Postal Code: _____

Phone No.: _____ Extension: _____

Fax No.: _____ E-mail Address: _____

Indicate the type of Customer:

- | | | |
|--------------------|----------------------------|---------------------|
| Individual | Sole Proprietorship-D.B.A. | Limited Partnership |
| Corporation | Trust* | Estate* |
| Federal Government | State Government | County Government |
| City Government | Other Government | Other*: _____ |

*Read the instructions regarding 'who must apply' for the permit. Trust, Estate, General Partnership and Joint Venture require co-permittees.

Independent Operator:	Yes	No (If governmental entity, subsidiary, or part of a larger corporation, check "No".)
Number of Employees:	0-20;	21-100; 101-250; 251-500; or 501 or higher
Customer Business Tax and Filing Numbers <i>(This item is not applicable to Individuals, Government, or Sole Proprietor)</i> REQUIRED for Corporations and Limited Partnerships		
State Franchise Tax ID Number: _____		
Federal Tax ID: _____		
Texas Secretary of State Charter (filing) Number: _____		
DUNS Number (if known): _____		
B. OWNER (applicant)		
Read the instructions regarding 'who must apply' for the permit. Co-Applicant/Permittee may be required.		
Is there a co-applicant(s)? Yes - The Attachment for Customer Information & Signature Statement is attached for each co-applicant. No		
Is the Owner the same as the Operator? Yes – go to section C No – fill out section B		
If the applicant is currently a customer with TCEQ, what is the Customer Number (CN) issued to this entity? CN _____ Search for your CN at: http://www12.tceq.texas.gov/crpub/index.cfm?fuseaction=cust.CustSearch		
What is the Legal Name of the entity (applicant) applying for this permit? <i>(The legal name must be spelled exactly as filed with the Texas Secretary of State, County, or in the legal document forming the entity.)</i>		
What is the name and title of the person signing the application? (The person must be an executive official meeting signatory requirements in TAC 305.43(a).)		
Prefix: _____ First/Last Name: _____ Suffix: _____ (Mr. Ms, Miss)		
Title: _____ Credential: _____		
What is the applicant's mailing address as recognized by the US Postal Service ? You may verify the address at: http://zip4.usps.com/zip4/welcome.jsp		
Mailing Address: _____		
Internal Routing (Mail Code, etc.): _____		
City: _____ State: _____ ZIP Code: _____		
Mailing Information if outside USA Territory: _____ Country Code: _____ Postal Code: _____		
Phone No.: _____ Extension: _____		
Fax No.: _____ E-mail Address: _____		
Indicate the type of Customer:		
Individual	Sole Proprietorship-D.B.A.	Limited Partnership
Corporation	Trust*	Estate*
Federal Government	State Government	County Government
City Government	Other Government	Other*: _____
*Read the instructions regarding 'who must apply' for the permit. Trust, Estate, General Partnership and Joint Venture require co-permittees.		
Independent Operator:	Yes	No (If governmental entity, subsidiary, or part of a larger corporation, check "No".)
Number of Employees:	0-20;	21-100; 101-250; 251-500; or 501 or higher
Customer Business Tax and Filing Numbers <i>(This item is not applicable to Individuals, Government, or Sole Proprietor)</i> REQUIRED for Corporations and Limited Partnerships		
State Franchise Tax ID Number: _____		
Federal Tax ID: _____		
Texas Secretary of State Charter (filing) Number: _____		
DUNS Number (if known): _____		
C. ANNUAL BILLING CONTACT		
The Permittee is responsible for paying the annual fee. The annual fee will be assessed to permits active on September 1 of each year . TCEQ will send a bill to the address provided in this section. The Permittee is responsible for terminating the permit when it is no longer needed.		
If there is more than one Permittee, which Permittee will be responsible for paying the annual fee? Permittee: _____		

Is the billing address the same as the Permittee or the Co-Permittee identified above?		
Permittee	Co-Permittee (Identify):	No, fill out Section C
Prefix: _____ (Mr. Ms, Miss)	First/Last Name: _____	Suffix: _____
Title:	Credential:	
Organization:		
Mailing Address:		
Internal Routing (Mail Code, etc.):		
City:	State:	ZIP Code:
Mailing Information if outside USA		
Territory:	Country Code:	Postal Code:
Phone No.:	Extension:	
Fax No.:	E-mail Address:	
D. APPLICATION CONTACT		
If TCEQ needs additional information regarding this application, who should be contacted?		
Prefix: _____ (Mr. Ms, Miss)	First/Last Name: _____	Suffix: _____
Title:	Credential:	
Organization:		
Mailing Address:		
Internal Routing (Mail Code, etc.):		
City:	State:	ZIP Code:
Mailing Information if outside USA		
Territory:	Country Code:	Postal Code:
Phone No.:	Extension:	
Fax No.:	E-mail Address:	
E. REGULATED ENTITY (RE) INFORMATION ON PROJECT OR SITE		
<p>If the site of your business is part of a larger business site, a Regulated Entity Number (RN) may already be assigned for the larger site. Use the RN assigned for the larger site. Search TCEQ's Central Registry to see if the larger site may already be registered as a regulated site at: http://www12.tceq.texas.gov/crpub/index.cfm?fuseaction=regent.RNSearch</p> <p>If the site is found, provide the assigned Regulated Entity Reference Number and provide the information for the site to be authorized through this application below. The site information for this authorization may vary from the larger site information.</p>		
1. TCEQ issued RE Reference Number (RN): RN		
2. Name of project or site (the name known by the community where located):		
3. Does the site have a physical address?		
If Yes , complete Section A for a physical address.		
If No , complete Section B for site location information.		
Section A: Enter the physical address for the site.		
Verify the address with USPS. If the address is not recognized as a delivery address, provide the address as identified for overnight mail delivery, 911 emergency or other online map tools to confirm an address.		
Physical Address of Project or Site:		
Street Number:	Street Name:	
City:	State:	
ZIP Code:		
Section B: Enter the site location information.		
If no physical address (Street Number & Street Name), provide a written location access description to the site: (Ex.: located 2 miles west from intersection of Hwy 290 & IH35 accessible on Hwy 290 South)		
City where the site is located or, if not in a city, what is the nearest city:		
State:	ZIP Code where the site is located:	
4. County(s):	5. Latitude:	Longitude:

6. In your own words, briefly describe the primary business of the Regulated Entity: <i>(Do not repeat the SIC and NAICS code)</i>		
F. GENERAL CHARACTERISTICS		
1. I certify that the project/site is not located on Indian Country Lands? If No, you must obtain authorization through EPA, Region VI.	Yes	No
2. The Standard Industrial Classification (SIC) code is:		
3. Is this NOI being submitted due to a change in Owner or Operator?	Yes	No, this is for a new discharge
4. Do any of the materials handled or stored at the site contain lead or lead additives?	Yes	No
5. Do any of the substances at the facility include refined products or petroleum fuels containing MTBE?	Yes	No
6. Discharge Information		
a. How many outfalls will be used to discharge wastewater at this facility? _____ <i>Note: A DMR will be required for each outfall identified for this question.</i>		
b. What is the name of the first water body to receive the discharge?		
c. What is the segment number(s) of the classified water body(s) that the discharge will eventually reach?		
d. Provide a complete description of the discharge route from each outfall to the nearest classified segment:		
7. Edwards Aquifer Rule		
a. Is the discharge or potential discharge within the Recharge Zone of the Edwards Aquifer or within the Contributing Zone within the Transition Zone of the Edwards Aquifer? If Yes , coverage under this general permit is not attainable. (See instruction for more information.)		
b. Is the discharge or potential discharge within zero to ten (0 to 10) miles upstream of the Recharge Zone of the Edwards Aquifer? If Yes , coverage under this general permit is not attainable.		
8. Contact Responsible for Discharge Monitoring Reports (EPA 3320-1) Provide the name of the person and their complete mailing address delegated to receive and submit Discharge Monitoring Report Forms.		
Prefix: _____ First/Last Name: _____ Suffix: _____ (Mr. Ms, Miss)		
Title:		Credential:
Organization:		
Mailing Address:		
Internal Routing (Mail Code, etc.):		
City:	State:	ZIP Code:
Mailing Information if outside USA		
Territory:	Country Code:	Postal Code:
Phone No.:	Extension:	
Fax No.:	E-mail Address:	
 <p>Did you know you can submit DMR data on line? Go to Sign up now at https://www6.tceq.texas.gov/steers/ Establish an electronic reporting account when you get your permit number.</p>		

Attachment for Co-Applicant's Customer Information and Signature Statement

The owner and operator as defined in the general permit must apply for coverage. If the owner or operator is one of the customer types requiring co-applicant, a Customer/Applicant section and signature is required for each co-applicant.

Co-Applicant of the OWNER or OPERATOR		
If the applicant is currently a customer with TCEQ, what is the Customer Number (CN) issued to this entity? CN _____ Search for your CN at: http://www12.tceq.texas.gov/crpub/index.cfm?fuseaction=cust.CustSearch		
What is the Legal Name of the entity (applicant) applying for this permit? <i>(The legal name must be spelled exactly as filed with the Texas Secretary of State, County, or in the legal document forming the entity.)</i>		
What is the name and title of the person signing the application? (The person must be an executive official meeting signatory requirements in TAC 305.43(a).)		
Prefix: _____ First/Last Name: _____ Suffix: _____ (Mr. Ms, Miss)		
Title:		
Credential:		
Organization:		
Mailing Address:		
Internal Routing (Mail Code, etc.):		
City:	State:	ZIP Code:
Mailing Information if outside USA		
Territory:	Country Code:	Postal Code:
Phone No.:	Extension:	
Fax No.:	E-mail Address:	
Indicate the type of Customer:		
Individual	Sole Proprietorship-D.B.A.	Limited Partnership
Corporation	Trust*	Estate*
Federal Government	State Government	County Government
City Government	Other Government	Other*: _____
*Read the instructions regarding 'who must apply' for the permit. Trust, Estate, General Partnership and Joint Venture require co-permittees.		
Independent Operator:	Yes	No (If governmental entity, subsidiary, or part of a larger corporation, check "No".)
Number of Employees:	0-20;	21-100; 101-250; 251-500; or 501 or higher
Customer Business Tax and Filing Numbers <i>(This item is not applicable to Individuals, Government, or Sole Proprietor)</i> REQUIRED for Corporations and Limited Partnerships		
State Franchise Tax ID Number: _____		
Federal Tax ID: _____		
Texas Secretary of State Charter (filing) Number: _____		
DUNS Number (if known): _____		
Certification for OPERATOR or OWNER		
Signature is for Co-Applicant (provide the name as in the customer section): _____		
I, _____	_____	_____
Typed or printed name		Title
certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted 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 knowing violations.		
I further certify that I am authorized under 30 Texas Administrative Code §305.44 to sign and submit this document, and can provide documentation in proof of such authorization upon request.		
Signature: _____ Date: _____		
(Use blue ink)		

Did you complete everything? Use this checklist to be sure!

Are you ready to mail your form to TCEQ? Go to the General Information Section of the Instructions for mailing addresses.

Have you also mailed your check and Payment Submittal Form to the Cashier's office? Go to the end of this document for the Payment

Customer GP Notice of Intent Checklist TXG830000	
√	This checklist is for use by the operator to ensure a complete application. Missing information may result in denial of coverage under the general permit. (See NOI Process description in the Instructions)
	The Permit Number was provided – if this application is for continuing an existing active permitted site
	Application Fee was sent to TCEQs Cashiers' Office and the check information is listed, or the EPAY payment voucher is attached.
	OPERATOR and OWNER INFORMATION - Confirm each item is complete: √ Customer Number (CN) issued by TCEQ Central Registry Legal Name as filed to do business in Texas (Call TX SOS 512/463-5555) Responsible Official's name and title Mailing Address is complete & verifiable with USPS. www.usps.com Phone Numbers/E-mail Address Type of Customer (Entity Type) Independent Operator Number of Employees For Corporations or Limited Partnerships – Tax ID and SOS Filing numbers
	Billing Contact and Address is complete & verifiable with USPS. www.usps.com
	REGULATED ENTITY (RE) INFORMATION ON PROJECT OR SITE - Confirm each item is complete: √ Regulated Entity Reference Number (RN) (if site is already regulated by TCEQ) Site/Project Name/Regulated Entity Site/Project (RE) Physical Address Please do not use a rural route or post office box for a site location Latitude and Longitude http://www.tceq.texas.gov/gis/drghelp.html#Latlong , www.terraserver.com/view.asp or http://www.tceq.texas.gov/gis/sqmvaview.html Business description Site Mailing Address (checked same as operator or complete & verifiable with USPS. www.usps.com)
	GENERAL CHARACTERISTICS - Confirm each item is complete: √ Indian Country Lands –the facility is not on Indian Country Lands Standard Industrial Classification (SIC) code www.osha.gov/oshstats/sicsr.html Change in Owner or Operator Lead or Lead Additives MTBE Discharge Information Edwards Aquifer Rule DMR contact information
	CERTIFICATION Certification statements have been checked indicating "Yes" Signature meets 30 Texas Administrative Code (TAC) §305.44 and is original and has been provided for both Owner and Operator, if they are different entities. Only one signature is required if the entity is both owner and operator. A signature is required for each co-applicant/permittee if co-permittees are required.

Notice of Intent (NOI) for Discharges of Petroleum Contaminated Water under TPDES General Permit (TXG830000)

General Information and Instructions

GENERAL INFORMATION

Where to Send the Notice of Intent (NOI):

BY REGULAR U.S. MAIL

Texas Commission on Environmental Quality
Applications Review & Processing Team (MC-148)
P.O. Box 13087
Austin, TX 78711-3087

BY OVERNIGHT/EXPRESS MAIL

Texas Commission on Environmental Quality
Applications Review & Processing Team (MC-148)
12100 Park 35 Circle
Austin, TX 78753

TCEQ Contact list:

Application Processing Questions relating to the status and form requirements:	512/239-4671
Technical Questions relating to the general permit:	512/239-4671
Environmental Law Division:	512/239-0600
Records Management for obtaining copies of forms submitted to TCEQ:	512/239-0900
Information Services for obtaining reports from program data bases (as available):	512/239-DATA (3282)
Financial Administration's Cashier's office:	512/239-0357 or 512/239-0187

Check the status of your application or permit at the General Permit Web Query http://www5.tceq.texas.gov/wq_dpa/.

Notice of Intent Process:

When your NOI is received by the program, the form will be processed as follows:

- Administrative Review:** Each item on the form will be reviewed for a complete response. In addition, the owner and operator's legal name must be verified with Texas Secretary of State as valid and active (if applicable). The address(s) on the form must be verified with the US Postal service as an address receiving regular mail delivery. Never give an overnight/express mailing address.
- Notice of Deficiency:** If an item is incomplete or not verifiable as indicated above, a notice of deficiency (NOD) will be mailed to the operator. The operator will have 30 days to respond to the NOD. The response will be reviewed for completeness.
- Acknowledgment of Coverage:** An Acknowledgment Certificate will be mailed to the operator. This certificate acknowledges coverage under the general permit.
-or-
Denial of Coverage: If the operator fails to respond to the NOD or the response is inadequate, coverage under the general permit may be denied. If coverage is denied, the owner and operator will be notified.

General Permit (Your Permit)

Coverage under the general permit begins **48 hours after a completed NOI is postmarked for delivery to the TCEQ**. You should have a copy of your general permit when submitting your application. You may view and print your permit for which you are seeking coverage, on the TCEQ web site www.tceq.texas.gov.

General Permit Forms

The Notice of Intent (NOI), Notice of Termination (NOT), and Notice of Change (NOC) with instructions are available in Adobe Acrobat PDF format on the TCEQ web site www.tceq.texas.gov.

Change in Operator or Owner

An authorization under the general permit is not transferable. If the operator or owner of the regulated entity changes, the present permittee must submit a Notice of Termination and the new operator or owner must submit a Notice of Intent. The NOT and NOI must be submitted not later than 10 days prior to the change in Operator or Owner status.

TCEQ Central Registry Core Data Form

The Core Data Form has been incorporated into this form. **Do not send a core data form to TCEQ.**

After final acknowledgment of coverage under the general permit, the program will assign a Customer Number and Regulated Entity Number. You can find the information on the Central Registry web site at www12.tceq.texas.gov/crpub/index.cfm. You can search by the Regulated Entity (RN), Customer Number (CN) or Name (Permittee), or by your permit number under the search field labeled "Additional ID". Capitalize all letters in the permit number.

The Customer (Permittee) is responsible for providing consistent information to the TCEQ, and for updating all CN and RN data for all authorizations as changes occur. For General Permits, a Notice of Change form must be submitted to the program area.

Fees are associated with a General Permit

The general permit refers to two different fees that apply to the operator submitting a Notice of Intent (NOI) and authorized under the General Permit. Payment of the fees may be made by check or money order, payable to TCEQ, or through EPAY (electronic payment) through the web).

Fees:

1. Application Fee: This fee is required to be paid at the time the NOI is submitted. Failure to submit payment at the time the application is filed will cause delays in acknowledgment or denial of coverage under the general permit.

• **Mailed Payments:**

Payment must be mailed under separate cover at one of the addresses below using the attached Application Fee submittal form. (DO NOT SEND A COPY OF THE NOI WITH THE APPLICATION FEE SUBMITTAL FORM)

BY REGULAR U.S. MAIL
Texas Commission on Environmental Quality
Financial Administration Division
Cashier's Office, MC-214
P.O. Box 13088
Austin, TX 78711-3088

BY OVERNIGHT/EXPRESS MAIL
Texas Commission on Environmental Quality
Financial Administration Division
Cashier's Office, MC-214
12100 Park 35 Circle
Austin, TX 78753

• **ePAY Electronic Payment:**

Go to <https://www6.tceq.texas.gov/epay/>

When making the payment you must select Water Quality, then select the fee category "General Permit Wastewater Discharge Application". You must include a copy of the payment voucher with your NOI. Your NOI will not be considered complete without the payment voucher.

2. Annual Water Quality Fee: This fee is assessed to operators with an active authorization under the general permit on September 1 of each year. The operator will receive an invoice for payment of the annual fee in November of each year. The payment will be due 30 days from the invoice date. A 5% penalty will be assessed if the payment is received by TCEQ after the due date. Annual fee assessments cannot be waived as long as the authorization under the general permit is active on September 1. It's important for the operator to submit a Notice of Termination (NOT) when coverage under the general permit is no longer required. A NOT is effective on the postmarked date of mailing the form to TCEQ. It is recommended that the NOT be mailed using a method that documents the date mailed and received by TCEQ.

• **Mailed Payments:**

You must return your payment with the billing coupon provided with the billing statement.

• **ePAY Electronic Payment:**

Go to <https://www6.tceq.texas.gov/epay/>

You must enter your account number provided at the top portion of your billing statement. Payment methods include Mastercard, Visa, and electronic check payment (ACH).

INSTRUCTIONS FOR FILLING OUT THE NOI FORM

Renewal of General Permit

Upon issuance of a renewed general permit, dischargers holding active authorizations under the expired general permit are required to submit a Notice of Intent to continue coverage. The existing permit number must be provided.

If the permit number provided is found to be terminated or denied, or was not provided, a new permit number will be issued. Please note that the authorizations under a general permit are not transferable. If the permittee has changed, the NOI will be processed as a new permit.

If a new NOI is not submitted by the deadline specified by TCEQ, existing permits under the expired general permit will be considered expired on that date.

Important Note:

More than one entity may be required to apply for the permit as Co-Permittees.

The selected entity type indicates the name that must be provided as an applicant for a permit, registration or authorization. It also identifies when a co-applicant/co-permittee on an application for a permit, registration or authorization is required.

Partnership Not Filed with Texas Secretary of State

A customer that is established as a partnership as defined by the Texas Secretary of State's Office (TX SOS).

If the customer is a 'general partnership' or 'joint venture' filed in the county (not filed with TX SOS), the legal name of each partner forming the 'general partnership' or 'joint venture' must be provided. Each 'legal entity' must apply as a co-applicant.

Trust or Estate

A trust and an estate are not legal entities, but rather are fiduciary relationships governing the trustee/executor with respect to the trust/estate property. A Trustee and an Executor are considered the legal representatives of the trust/estate. Therefore, the Trust and Trustee or Estate and Executor must be identified as co-applicants/co-permittees. If there is more than one trustee or executor, each trustee or executor must be identified as a co-applicant/co-permittee with the Trust or Estate.

A. AND B. Permittee (Applicant)**Enter assigned Customer Number (CN)**

TCEQ's Central Registry will assign each customer a number that begins with CN, followed by nine digits. **This is not a permit number, registration number, or license number.**

If this customer has not been assigned a CN, leave the space for the CN blank.

If this customer has already been assigned this number, enter the permittee's CN.

Legal Name

Provide the current legal name of the permittee, as authorized to do business in Texas. The name must be provided exactly as filed with the Texas Secretary of State (SOS), or on other legal documents forming the entity, that is filed in the county where doing business. You may contact the SOS at 512/463-5555, for more information related to filing in Texas. If filed in the county where doing business, provide a copy of the legal documents showing the legal name.

Mailing Address

Provide a complete mailing address for receiving mail from the TCEQ. The address must be verifiable with the US Postal Service at <http://www.usps.com> for regular mail delivery (not overnight express mail). If you find that the address is not verifiable using the USPS web search, please indicate the address is used by the USPS for regular mail delivery.

Phone Number

This number should correspond to this customer's mailing address given earlier. Enter the area code and phone number here. Leave *Extension* blank if this customer's phone system lacks this feature.

Fax Number and E-mail Address

This number and E-mail address should correspond to applicant's mailing address provided earlier. (Optional Information)

Type of Entity

Check only one box that identifies the type of entity. Use the descriptions below to identify the appropriate entity type.

Note that the selected entity type also indicates the name that must be provided as an applicant for a permit, registration or authorization. It also identifies when a co-applicant/co-permittee on an application for a permit, registration or authorization is required.

Sole Proprietorship — D.B.A.: a customer that is owned by only one person and has not been incorporated. This business may:

- be under the person's name
- have its own name (doing business as or d.b.a.)
- have any number of employees

If the customer is a Sole Proprietorship or D.B.A., the 'legal name' of the individual business 'owner' must be provided. The D.B.A. name is not recognized as the 'legal name' of the entity. The D.B.A. name may be used for the site name (regulated entity).

Individual (or DBA)

An individual is a customer who has not established a business, but conducts an activity that needs to be regulated by the TCEQ.

Partnership

A customer that is established as a partnership as defined by the Texas Secretary of State's Office (TX SOS).

If the customer is a 'general partnership' or 'joint venture' filed in the county (not filed with TX SOS), the legal name of each partner forming the 'general partnership' or 'joint venture' must be provided. Each 'legal entity' must apply as a co-applicant.

Corporation

A customer meets all of these conditions:

- is a legally incorporated entity under the laws of any state or country
- is recognized as a corporation by the Texas Secretary of State
- has proper operating authority to operate in Texas.

The corporation's 'legal name' as filed with the Texas Secretary of State must be provided as applicant. An 'assumed' name of a corporation is not recognized as the 'legal name' of the entity.

Government - Federal, state, county, or city government (as appropriate)

The customer is either an agency of one of these levels of government or the governmental body itself. The government agency's 'legal name' must be provided as the applicant. A department name or other description of the organization should not be included as a part the 'legal name' as applicant.

Trust or Estate

A trust and an estate are not legal entities, but rather are fiduciary relationships governing the trustee/executor with respect to the trust/estate property. A Trustee and an Executor are considered the legal representatives of the trust/estate. Therefore, the Trust and Trustee or Estate and Executor must be identified as co-applicants/co-permittees. If there is more than one trustee or executor, each trustee or executor must be identified as a co-applicant/co-permittee with the Trust or Estate.

Other

The customer does not fit any of the above descriptions. Enter a short description of the type of customer in the blank provided.

Independent Entity

Check *No* if this customer is a subsidiary, part of a larger company, or is a governmental entity. Otherwise, check *Yes*.

Number of Employees

Check one box to show the number of employees for this customer's entire company, at all locations. This is not necessarily the number of employees at the site named in the APPLICATION.

State Franchise Tax ID Number

Corporations and limited liability companies that operate in Texas are issued a franchise tax identification number. If this customer is a corporation or limited liability company, enter this number here.

Federal Tax ID

All businesses, except for some small sole proprietors, individuals, or general partnerships should have a federal taxpayer identification number (TIN). Enter this number here. Use no prefixes, dashes, or hyphens. Sole proprietors, individuals, or general partnerships do not need to provide a federal tax ID.

TX SOS Charter (filing) Number

Corporations and Limited Partnerships required to register with the Texas Secretary of State are issued a charter or filing number. You may obtain further information by calling SOS at 512/463-5555.

DUNS Number

Most businesses have a DUNS (Data Universal Numbering System) number issued by Dun and Bradstreet Corp. If this customer has one, enter it here.

C. ANNUAL BILLING CONTACT

An annual fee is assessed to each permittee on September 1 of each year.

If the permit includes co-permittees, identify the permittee responsible for receiving and paying the annual fee.

Provide the complete mailing address where the annual fee invoice should be mailed. Verify the address with the USPS. It must be an address for delivery of regular mail, not overnight express mail. Also, provide a phone number of the permittee's representative responsible for payment of the invoice.

Country Mailing Information

If this address is outside the United States, enter the territory name, country code, and any non-ZIP mailing codes or other non-U.S. Postal Service features here. If this address is inside the United States, leave these spaces blank.

D. APPLICATION CONTACT

Provide the name, title and communication information of the person that TCEQ can contact for additional information regarding this application.

E. REGULATED ENTITY (RE) INFORMATION ON PROJECT OR SITE

Regulated Entity Reference Number (RN)

This is a number issued by TCEQ's Central Registry to sites (a location where a regulated activity occurs) regulated by TCEQ. This is not a permit number, registration number, or license number.

If this regulated entity has not been assigned an RN, leave this space blank.

If this customer has been assigned this number, enter the permittee's RN.

If the site of your business is part of a larger business site, a Regulated Entity Number (RN) may already be assigned for the larger site. Use the RN assigned for the larger site. Search TCEQ's Central Registry to see if the larger site may already be registered as a regulated site at: <http://www12.tceq.texas.gov/crpub/index.cfm?fuseaction=regent.RNSearch>

If the site is found, provide the assigned Regulated Entity Reference Number and provide the information for the site to be authorized through this application below. The site information for this authorization may vary from the larger site information.

An example is a chemical plant where a unit is owned or operated by a separate corporation that is accessible by the same physical address of your unit or facility. Other examples include industrial parks identified by one common address but different corporations have control of defined areas within the site. In both cases, an RN would be assigned for the physical address location and the permitted sites would be identified separately under the same RN.

Site/Project Name/Regulated Entity

Provide the name of the site as known by the public in the area where the site is located. The name you provide on this application will be used in the TCEQ Central Registry as the Regulated Entity. An RN will be assigned by Central Registry if this site is not currently regulated by TCEQ.

Site/Project (RE) Physical Address

Enter the complete address of where the site is located. This address must be validated through US Postal Service. If the physical address is not recognized as a USPS delivery address, you may need to validate the address with your local police (911 service) or through an online map site used to locate a site. Please confirm this to be a complete and valid address. Please do not use a rural route or post office box for a site location.

If a site does not have an address that includes a street (or house) number and street name, enter NO ADDRESS for the street name. Then provide a complete written location access description. For example: "The site is located 2 miles west from intersection of Hwy 290 & IH35, located on the southwest corner of the Hwy 290 South bound lane."

Provide the city and zip code of the area where the facility is located.

Latitude and Longitude

Enter the latitude and longitude of the site in degrees, minutes, and seconds or decimal form. For help obtaining the latitude and longitude, go to: www.tceq.texas.gov/gis/drghelp.html#Latlong or <http://msrmaps.com/advfind.aspx>

Description of Activity Regulated

In your own words, briefly describe the primary business that you are doing that requires this authorization. Do not repeat the SIC Code description.

F. GENERAL CHARACTERISTICS

1. Indian Country Lands

If your site is located on Indian Country Lands, the TCEQ does not have authority to process your application. You must obtain authorization through EPA, Region VI, Dallas. Do not submit this form to TCEQ.

2. Standard Industrial Classification (SIC) code

Provide the SIC code that best describes the activity at the site. You may determine the SIC code from the following web site: www.osha.gov/oshstats/sicsesr.html.

3. Indicate if the NOI is being submitted due to a change in owner or operator.

4. Has the source of the contaminated water ever contained lead or lead additives? This information will be used to determine the frequency for sampling for total lead.

5. **MTBE** (methyl tertiary-butyl ether)
Has the source of the contaminated water ever contained MTBE? This information will be used to determine the frequency for sampling for MTBE.

6. **Discharge Information**
a. Identify the water body where the discharge or potential discharge will reach.
b. Identify the classified segment number (Required). Go to the link to find the segment number of the classified water body where wastewater will flow <http://www.tceq.texas.gov/compliance/monitoring/water/quality/data/wqm/viewer/viewer.html>.
c. Provide a complete description of the discharge route from the point(s) of discharge to the nearest classified segment.
For assistance, you may call the technical staff at 512/239-4671.

7. **Edwards Aquifer Rule**

a. If the answer is **YES**, the discharge or potential discharge is within the Recharge Zone of the Edwards Aquifer or within the Contributing Zone within the Transition Zone of the Edwards Aquifer, coverage under this general permit is not attainable.

New industrial discharges into or adjacent to water in the state that would create additional pollutant loading are prohibited.

See maps on the TCEQ website at http://www.tceq.texas.gov/compliance/field_ops/eapp/viewer.html to determine if the site is located within either of these zones.

b. If the answer is **YES**, the discharge or potential discharge is within zero to ten (0 to 10) miles upstream of the Recharge Zone of the Edwards Aquifer coverage under this general permit is not attainable.

The applicant must apply to the Executive Director for a site specific permit. The application will be considered on a case-by-case basis, in accordance with appropriate discharge limits applicable to that industrial activity and with consideration of its proximity to the recharge zone.

See maps on the TCEQ website at http://www.tceq.texas.gov/compliance/field_ops/eapp/viewer.html to determine if the site is located in this area.

8. **DMR Contact**
Provide the name and mailing address of the person responsible for receiving and submitting DMRs. The preprinted DMRs will be provided by TCEQ unless you chose to submit electronically.

Submit data On Line.....



Submit on line through **eDMR** system.

Go to Sign up now at <https://www6.tceq.texas.gov/steers/>

Establish an electronic reporting account when you get your permit number.

G. CERTIFICATIONS

Failure to indicate "Yes" to ALL of the certification items may result in denial of coverage under the general permit.
The certification must bear an original signature of a person meeting the signatory requirements specified under 30 Texas Administrative Code (TAC) §305.44.

IF YOU ARE A CORPORATION:

The regulation that controls who may sign an NOI or similar form is 30 Texas Administrative Code §305.44(a)(1) (see below). According to this code provision, any corporate representative may sign an NOI or similar form so long as the authority to sign such a document has been delegated to that person in accordance with corporate procedures. By signing the NOI or similar form, you are certifying that such authority has been delegated to you. The TCEQ may request documentation evidencing such authority.

IF YOU ARE A MUNICIPALITY OR OTHER GOVERNMENT ENTITY:

The regulation that controls who may sign an NOI or similar form is 30 Texas Administrative Code §305.44(a)(3) (see below). According to this code provision, only a ranking elected official or principal executive officer may sign an NOI or similar form. Persons such as the City Mayor or County Commissioner will be considered ranking elected officials. In order to identify the principal executive officer of your government entity, it may be beneficial to consult your city charter, county or city ordinances, or the Texas statute(s) under which your government entity was formed. An NOI or similar document that is signed by a government official who is not a ranking

elected official or principal executive officer does not conform to §305.44(a)(3). The signatory requirement may not be delegated to a government representative other than those identified in the regulation. By signing the NOI or similar form, you are certifying that you are either a ranking elected official or principal executive officer as required by the administrative code. Documentation demonstrating your position as a ranking elected official or principal executive officer may be requested by the TCEQ.

If you have any questions or need additional information concerning the signatory requirements discussed above, please contact the Texas Commission on Environmental Quality's Environmental Law Division at 512/239-0600.

30 Texas Administrative Code

§305.44. Signatories to Applications.

(a) All applications shall be signed as follows.

(1) 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.

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

(3) 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).

**Texas Commission on Environmental Quality
General Permit Payment Submittal Form**

Use this form to submit your Application Fee only if you are mailing your payment.

- Complete items 1 through 5 below:
- Staple your check in the space provided at the bottom of this document.
- Do not mail this form with your NOI form.
- Do not mail this form to the same address as your NOI.

Mail this form and your check to:

BY REGULAR U.S. MAIL

Texas Commission on Environmental Quality
Financial Administration Division
Cashier's Office, MC-214
P.O. Box 13088
Austin, TX 78711-3088

BY OVERNIGHT/EXPRESS MAIL

Texas Commission on Environmental Quality
Financial Administration Division
Cashier's Office, MC-214
12100 Park 35 Circle
Austin, TX 78753

Fee Code: **GPA**

General Permit: TXG830000

1. Check / Money Order No:

2. Amount of Check/Money Order:

3. Date of Check or Money Order:

4. Name on Check or Money Order:

5. NOI INFORMATION

If the check is for more than one NOI, list each Project/Site (RE) Name and Physical Address exactly as provided on the NOI. **DO NOT SUBMIT A COPY OF THE NOI WITH THIS FORM AS IT COULD CAUSE DUPLICATE PERMIT ENTRIES.**

See Attached List of Sites (If more space is needed, you may attach a list.)

Project/Site (RE) Name:

Project/Site (RE) Physical Address:

Staple Check In This Space