



# Underground & Aboveground Petroleum Storage Tank Construction Notification

[Submit at tceq.texas.gov/goto/steers to print an acknowledgement instantly.](http://tceq.texas.gov/goto/steers)

*Submit this form 30 days prior to any construction activity.  
Bold items required for all notifications. Print clearly or type.*

New facility    Update existing facility, no owner change    Update existing facility, owner change on 00724

Facility ID#: \_\_\_\_\_ Owner ID#: \_\_\_\_\_ Regulated Entity Number: RN \_\_\_\_\_

## Part A: Facility Information (refers to the location of the storage tank)

1. **Facility/Store Name:** \_\_\_\_\_

2. **Street Address:** \_\_\_\_\_

*or (provide Site Location Description in #3 only if the site does not have a street address)*

3. **Site Location Description:**

*and*

4. **City:** \_\_\_\_\_, TX    5. **Zip+4:** \_\_\_\_\_ - \_\_\_\_\_

6. **County:** \_\_\_\_\_    7. **Telephone:** \_\_\_\_\_

## Part B: Construction Information

8. **Type of Construction: (indicate all that apply)**

UST:	Repair	Installation	Removal	Return to Service
	Stage I	Abandonment	Tank Replacement	Improvement
AST:	Installation	Stage I	Tank capacity is greater than 1100 gallons	

9. **Scheduled start date for proposed construction: (mm/dd/yyyy)** \_\_\_\_\_

10. Check this box to request a waiver of the required 30-day notice. You must submit a copy to the regional office for approval.

11. **Description of proposed UST or AST activity:**

## Part C: Tank Owner Information

12. Operator is the same as the owner     13. Customer number: CN \_\_\_\_\_

14. **Owner Name:** \_\_\_\_\_  
(Legal business name as filed with the Secretary of State's office)

### Tax information (for individual ownership type, go to #18)

15. Federal Tax ID: \_\_\_\_\_

16. TX State Franchise Tax ID: \_\_\_\_\_

17. **Texas Secretary of State Filing Number:** \_\_\_\_\_

*For TCEQ Use only: Remarks:*

*Logged by:*

*NOC ID:*

*Region:*

**Part D: Owner s Representative Contact Information**

18. **First name:** \_\_\_\_\_ 19. **Last name:** \_\_\_\_\_  
20. **Owner Mailing Address:** \_\_\_\_\_  
21. **City:** \_\_\_\_\_  
22. **State:** \_\_\_\_\_ 23. **Zip+4:** \_\_\_\_\_ - \_\_\_\_\_  
24. **Telephone:** \_\_\_\_\_ 25. **Fax:** \_\_\_\_\_  
26. **Email:** \_\_\_\_\_

**Part E: Contractor Information**

27. **First name:** \_\_\_\_\_ 28. **Last name:** \_\_\_\_\_  
29. **Company Name:** \_\_\_\_\_  
30. **CR/CRP License #:** \_\_\_\_\_  
31. **Mailing Address:** \_\_\_\_\_  
32. **City:** \_\_\_\_\_  
33. **State:** \_\_\_\_\_ 34. **Zip+4:** \_\_\_\_\_ - \_\_\_\_\_  
35. **Telephone:** \_\_\_\_\_ 36. **Fax:** \_\_\_\_\_  
37. **Email:** \_\_\_\_\_

**Part F: Installer (On-Site Supervisor) Information**

38. **First name:** \_\_\_\_\_ 39. **Last name:** \_\_\_\_\_  
40. **ILP/US License #:** \_\_\_\_\_  
41. **Telephone:** \_\_\_\_\_ 42. **Fax:** \_\_\_\_\_  
43. **Email:** \_\_\_\_\_

**Part G: Consultant Information**

44. **First name:** \_\_\_\_\_ 45. **Last name:** \_\_\_\_\_  
46. **Company Name:** \_\_\_\_\_  
47. **Telephone:** \_\_\_\_\_ 48. **Fax:** \_\_\_\_\_  
49. **Email:** \_\_\_\_\_

**Part H: Submitter Information**

- Name:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Company:** \_\_\_\_\_  
**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_  
**Email:** \_\_\_\_\_

For USTs, provide an original signature. We do not accept documents that have digital or stamped signatures.

- Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Email completed form to:**

[pstsubmit@tceq.texas.gov](mailto:pstsubmit@tceq.texas.gov)

When emailing, include the following information in the subject line:

*NOC for Facility ID, Facility Name* (replace the facility ID and name with your information)

**Mail completed form to:**

Texas Commission on Environmental Quality  
PST Registration Team MC-138  
PO Box 13087  
Austin, TX 78711-3087

**Please use the following address for any submissions sent via overnight services:**

Texas Commission on Environmental Quality  
PST Registration Team MC-138  
12100 Park Circle 35 Bldg D  
Austin, TX 78753

**Or fax to (512) 239-3398 or (512) 239-3399.**

To verify if the PST Registration Team has received this form, visit [www.tceq.texas.gov/goto/docsearch](http://www.tceq.texas.gov/goto/docsearch) or scan the QR code to the right.



For any questions about filling out this form or for information about the Petroleum Storage Tank Registration Program, please contact us at (512) 239-2160 or [pstreg@tceq.texas.gov](mailto:pstreg@tceq.texas.gov).

Individuals are entitled to request and review their personal information the agency gathers on its forms. They may also have any errors in their information corrected. To review such information, please contact the TCEQ Public Information Section at (512) 239-3282.