TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

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RESPONDENT REQUEST FOR AN EXTENSION OF TIME TO COMPLETE A SUPPLEMENTAL ENVIRONMENTAL PROJECT (SEP) OR SEP REPORT

Instructions for completing the form:

- Please select the type of extension requested
- Please enter all of the information in the second column next to the prompt in the first column that pertains to your SEP Extension Request.
- Provide a detailed reason for the extension request in the box provided.
- Sign and date the request and submit to TCEQ.
- Please do not write in the box reserved for TCEQ.

Type of Extension: ☐ **Project** ☐ **Report** **Type SEP information below:**

Date	
Docket No.	
Respondent Name	
Contact Name	
Contact Phone	
Contact Email	
Enforcement Coordinator or Attorney	
Effective Order Date	
Penalty Amount	$
SEP Offset Amount	$
Amount Spent to Date	$
Balance Remaining	$
Original Project Due Date	
New Completion Date OR New Report Date	

Reason(s) for Extension: Briefly explain why the extension is necessary to complete the project or submit a report. If you need additional space, you may also attach a separate document.

_____ _____

Respondent Signature **Date**

TCEQ Office Use Only – DO NOT WRITE BELOW

_____ _____

Authorized TCEQ Representative Signature **Date**

Send this request to TCEQ by mail, electronic mail, or by fax to the numbers and web address listed above. TCEQ is committed to accessibility. If you would like to request a more accessible version of this document, please contact the SEP Coordinator at 512.239.2223 or SEPReports@tceq.texas.gov