

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

PO Box 13087
 SEP Coordinator, MC 175
 Austin, Texas 78711-3087

Telephone: 512-239-2223
 Fax: 512-239-3434
 SEPReports@tceq.texas.gov

THIRD-PARTY ADMINSTRATOR REQUEST FOR AN EXTENSION OF TIME TO COMPLETE A SUPPLEMENTAL ENVIRONMENTAL PROJECT (SEP) OR SUBMIT A 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	
Agreement No.	
Third-Party Administrator Name	
Project Name	
Contact Name	
Contact Phone	
Contact Email	
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.

Third-Party Administrator Signature

Date

TCEQ Office Use Only – DO NOT WRITE BELOW

Authorized TCEQ Representative Signature **Date**