



**TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION  
DIVISION OF UNDERGROUND STORAGE TANKS**

**INSTRUCTIONS FOR PETROLEUM UNDERGROUND STORAGE TANK SYSTEM CLOSURE**

This information pertains to petroleum of underground storage tanks (USTs) and UST systems. According to Tennessee Petroleum Underground Storage Tank Rule 1200-1-15-.01(3)(ccc), UST system or tank system means:

1. an underground storage tank,
2. connected underground piping,
3. underground ancillary equipment, and
4. containment system, if any.

In accordance with Rule 1200-1-15-.07(2)(a), the Responsible Party shall:

1. Notify the Division of Underground Storage Tanks of their intent to permanently close an underground storage tank (UST) system or any individual portion of the system.
2. Conduct a closure assessment to determine if a release has occurred.

The attached documents are for your use and information during closure of any or all portions of the UST system:

- UST System Closure Assessment Guidelines (Rev 7/05)
- Application for Permanent Closure of Underground Storage Tank (UST) Systems (CN-0928 Rev 7/05)
- Approved Corrective Action Contractor List
- Environmental Field Office Location Map
- Notification for Underground Storage Tanks (CN-0877 Rev 6/94)

**Procedures.** Follow the following procedure for proper closure.

1. Complete an *Application for Permanent Closure of Underground Storage Tank (UST) Systems*.
2. Thirty (30) days before you start any closure activity, send the *Application* to the appropriate Environmental Assistance Center to be approved. The application is valid for twelve (12) months from the date of approval.
3. The approved *Application* cannot be transferred. If UST system ownership changes, a new *Application* shall be submitted for approval.
4. Complete the *Notification for Underground Storage Tanks* form within thirty (30) days after an UST system is permanently closed. Be sure to:
  - a. Under “*Type of Notification*” mark “**C. CLOSURE**”.
  - b. Fill in the blank for the facility’s *ID Number*.
  - c. Send the completed document to the UST Nashville Central Office (address on form). **IMPORTANT: If you fail to submit the amended *Notification for Underground Storage Tanks*, you may continue to be billed for annual tank fees.**