



# ALTERNATIVE FUEL INSTALLATION OR CONVERSION CHECKLIST FOR UNDERGROUND STORAGE TANKS

UST ID #: \_\_\_\_\_

County: \_\_\_\_\_

*This checklist must be completed for tanks storing >B20 or >E10 products. Instructions are found on the back page.*

I. UST FACILITY			II. OWNER/OPERATOR INFORMATION		
Facility Compliance Tag #:			Owner/Operator Name:		
UST ID #:			Business Name:		
Site Name:			Address:		
Site Address:			City:	State:	Zip:
City:			Phone:		
Phone:			Email:		
III. TANK INFORMATION					
Tank ID:			New or Existing Tank?		
Product to be Stored:			Tank Capacity:		
Tank Material (steel, steel clad, FRP):			Double-walled (DW) or Single-walled (SW):		
Is tank lined?			Tank Leak Detection Method:		
If an existing tank was converted to store alternative fuels, was it cleaned of all water and sludge? <input type="checkbox"/> YES <input type="checkbox"/> NO					
Cleaning service company:			Phone:		
City:			State:		
How/where was product removed from the tank disposed?					
COMPONENT	MANUFACTURER	MODEL/BRAND	UL LISTED/VERIFIED BY MANUFACTURER		COMMENTS
			LISTED	VERIFIED	
<i>If manufacturer or model/brand cannot be determined, write "unk" in the corresponding box. In the Comment area, write "unk" if compatibility cannot be determined; write "n/a" if system does not have the component listed, write "hc" and the treatment material, if a hard-coat treatment is used to achieve compatibility.</i>					
Tank Material:			<input type="checkbox"/>	<input type="checkbox"/>	
Spill Bucket:			<input type="checkbox"/>	<input type="checkbox"/>	
Overfill Device:			<input type="checkbox"/>	<input type="checkbox"/>	
Drop Tube:			<input type="checkbox"/>	<input type="checkbox"/>	
Submersible Turbine Pump:			<input type="checkbox"/>	<input type="checkbox"/>	
Leak Detection Probes:			<input type="checkbox"/>	<input type="checkbox"/>	
Annular Sensors:			<input type="checkbox"/>	<input type="checkbox"/>	

**IV. PIPE INFORMATION**

Piping Material: Double-walled (DW) or Single-walled (SW):

Is a sump present for submersible/pipe connections?  YES  NO

COMPONENT	MANUFACTURER	MODEL/BRAND	UL LISTED/VERIFIED BY MANUFACTURER		COMMENTS
			LISTED	VERIFIED	
Piping material			<input type="checkbox"/>	<input type="checkbox"/>	
Gaskets/Seals			<input type="checkbox"/>	<input type="checkbox"/>	
Pipe Sealant/Adhesive			<input type="checkbox"/>	<input type="checkbox"/>	
Flex Connector			<input type="checkbox"/>	<input type="checkbox"/>	
Line Leak Detector			<input type="checkbox"/>	<input type="checkbox"/>	
Containment Sump			<input type="checkbox"/>	<input type="checkbox"/>	

**V. REQUIRED SIGNATURE**

*The signatures below certify the information submitted to verify system compatibility is true, accurate, and complete.*

\_\_\_\_\_  
Date                      Signature of Authorized Representative                      Print or Type Name

\_\_\_\_\_  
Date                      Signature of UST Owner/Operator (if not the authorized rep.)                      Print or Type Name

# ALTERNATIVE FUEL INSTALLATION OR CONVERSION CHECKLIST FOR UNDERGROUND STORAGE TANKS

## INSTRUCTIONS

This checklist is required to be submitted when an underground storage tank stores greater than 20% biodiesel (>B20) or greater than 10% ethanol-blended (>E10) fuels. Complete the form and submit it to:

Dept. of Ecology  
UST Section  
PO Box 47655  
Olympia, WA 98504-7655

- The UST owner or operator is responsible for notifying the insurance carrier of plans to use the UST system to store an alternative fuel, as the insurer may have additional requirements.
- Prior to storing ethanol-blended fuels, the water level must be checked in the tank. **No level of water is acceptable.**
- Prior to storing alternative fuels, all visible fittings and connections at the top of the tank must be verified to be tight so that no vapors can escape and no water can enter. This includes ensuring sump and spill containment covers are secured to prevent water from entering the tank.
- Be sure the dispenser is labeled with the appropriate information and dispenser components are compatible with the product being dispensed. Contact the Dept. of Agriculture's Weights and Measures inspector in your area for more information.
- The authorized representative and UST Owner/Operator (if different than the authorized representative) must sign the form and submit a copy to Ecology prior to converting or installing an UST that will store alternative fuels.

**I./II. Site and Owner/Operator Information:** Complete this section about the UST facility and use the Facility Compliance Tag # (License Plate) and/or UST ID # (if known) to help identify the location.

**III. Tank Information:** Use the same Tank IDs that are or will be listed on the facility's Business License. Use the abbreviations described in this section to provide an entry in each blank.

**IV. Pipe Information:** Each blank must have an entry, as described in Section III.

**VI. Required Signature:** This form must be signed and filled out by an authorized representative who is personally examined and/or is familiar with the information submitted to verify system compatibility. The UST Owner/Operator must also sign this form if he/she is different than the authorized representative.

*Further questions? Please contact your regional office below and ask for a tank inspector to assist you.*

### Regional Office

Central (509) 575-2490

Eastern (509) 329-3400

HQ (360) 407-7170

Northwest (425) 649-7000

Southwest (360) 407-6300

### Counties Served

Benton, Chelan, Douglas, Kittitas, Klickitat, Okanogan, Yakima

Adams, Asotin, Columbia, Ferry, Franklin, Garfield, Grant, Lincoln, Pend Oreille, Spokane, Stevens, Walla Walla, Whitman

Federal facilities in Western Washington

Island, King, Kitsap, San Juan, Skagit, Snohomish, Whatcom

Clallam, Clark, Cowlitz, Grays Harbor, Jefferson, Lewis, Mason, Pacific, Pierce, Skamania, Thurston, Wahkiakum

*or find a complete list of UST inspectors at:*

[www.ecy.wa.gov/programs/tcp/ust-lust/people.html](http://www.ecy.wa.gov/programs/tcp/ust-lust/people.html)

To request materials in a format for the visually impaired, call Ecology at 360-407-7170, Relay Service 711, or TTY 877-833-6341