



SC DEPARTMENT of
**ENVIRONMENTAL
SERVICES**

Underground Storage Tank Management Division Letter Of Consent To Release Inspection Documents

Date: _____

I consent to allow South Carolina Department of Environmental Services (SCDES) to send inspection paperwork to

I further agree to notify SCDES if I no longer wish for paperwork to be provided to this contractor, or if I wish for SCDES to send paperwork to a different contractor.

UST Facility Owner Signature: _____

UST Facility Name: _____

UST Facility Permit #: _____

Contractor Representative: _____

Contractor Phone #: _____

Contractor Email Address: _____

Instructions for Letter Of Consent To Release Inspection Documents

General Information:

The primary purpose of this form is to allow owners to designate a third party to receive inspection paperwork. The third party may be a company that acts as an A/B operator for the owner. Or, they may be an underground storage tank equipment testing company. This allows for the third party to receive inspection paperwork at the same time the owner receives the paperwork. This allows for quicker scheduling of repair/testing/investigation that is required by a Notice of Alleged Violation.

If the form is printed out and completed, please make sure that you type or print in ink. Also, please make sure signatures are in ink. Completed forms should be provided to the inspector at the annual compliance inspection, or can be submitted to the Regulatory & Compliance Section at the following address:

Regulatory & Compliance Section
UST Management Division – BLWM – SCDES
2600 Bull St
Columbia, SC 29201

Who can complete this form?

The underground storage tank owner. An operator may submit this form if they are the primary party responsible for equipment repairs/testing/investigation. If a party other than the owner submits the form, please note how you are associated with the facility after your name.

Example: UST Facility Owner Name (Print): Mr. John W. Smith, store operator

What if the owner wishes to change or cancel the designated party?

In cases of changing or adding a designated party, the owner must complete a new form and submit it to the program as soon as possible. There is an option for allowing and not allowing release of inspection paperwork to a third party. Changing the designated third party can be completed with one form.

Instructions for Completing the Letter of Consent:

- Check the appropriate box(es) indicating if you are allowing or not allowing consent.
- Print the name of the third party you wish to allow and/or not allow to receive inspection paperwork.
- Fill out all information on the form regarding the UST Facility Owner and Contractor. Contractor information should only be provided if you are allowing SCDES to provide inspection paperwork to them.

Please contact the Underground Storage Tank Division at 803-898-0589 or 803-898-2544 if you have questions or need assistance.