



## Notification of Change of Ownership

This form, along with A/B Operator Certificates and Proof of Financial Responsibility, must be submitted before the site can operate.  
This form must be submitted within 30 days of acquisition of the site.

### 1. LOCATION OF TANKS (NEW SITE NAME OR EXISTING NAME OF SITE, IF NOT CHANGING)

Facility Name \_\_\_\_\_ Registration No \_\_\_\_\_  
Street Address \_\_\_\_\_ Phone \_\_\_\_\_  
City \_\_\_\_\_ ZIP \_\_\_\_\_ Distribution Center Number \_\_\_\_\_ FAX \_\_\_\_\_

### 2. TYPE OF OWNER

Private or Corp  City  County  State  Federal  School  Indian Trust Land

### 3. TYPE OF FACILITY

Petroleum Retail Sales  Non-Retail Sales  Government  Farm/Residential  Emergency Power

### 4. OWNERSHIP OF TANKS (NEW OWNER)

Company Name (Corp., Individual, Agency) \_\_\_\_\_ Deed Holder?  Yes  No  
Contact Person \_\_\_\_\_ Email \_\_\_\_\_  
Street Address \_\_\_\_\_ Phone \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ FAX \_\_\_\_\_  
Iowa Secretary of State Corporation Number \_\_\_\_\_ and Corporation Registered Agent \_\_\_\_\_

### 5. AUTHORIZED REPRESENTATIVE (PERSON TO RECEIVE ALL CORRESPONDENCE)

Company Name (Corp., Individual, Agency) \_\_\_\_\_  
Contact Person \_\_\_\_\_ Email \_\_\_\_\_  
Street Address \_\_\_\_\_ Phone \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ FAX \_\_\_\_\_

### 6. LESSEE/TANK OPERATOR (IF YOU ARE LEASING THE SITE, COMPLETE THIS SECTION)

Company Name (Corp., Individual, Agency) \_\_\_\_\_  
Contact Person \_\_\_\_\_ Email \_\_\_\_\_  
Street Address \_\_\_\_\_ Phone \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ FAX \_\_\_\_\_

### 7. PREVIOUS TANK OWNER

Individual or Company Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_ Phone \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ FAX \_\_\_\_\_

### 8. THE TYPE OF CHANGE BEING SUBMITTED

Ownership  Authorized Rep  Lessee  Facility Name Change  New Address  New Contact

A person who sells, installs, modifies, or repairs a tank used or intended to be used in Iowa shall notify, in writing, the purchaser and the owner or operator of the tank of the obligations specified in paragraphs 135.3(3)"c" and "j" and the financial assurance requirements in 567-Chapter 136. The notification must include the prohibition on depositing a regulated substance into tanks which have not been registered and issued annual tags by the department, or tanks which do not have financial assurance as required in 567-Chapter 136. Annual Tank Management Renewal information is located on the website. Annual tank tags must be attached to fill ports each year.

## FINANCIAL ASSURANCE

I have financial responsibility to cover pollution liability for my underground storage tanks in accordance with 567- Chapter 136 of the Iowa Administrative Code by the following method.

### ATTACH A COPY OF YOUR FINANCIAL RESPONSIBILITY DOCUMENT.

- Self-insured- tangible net worth of \$10 million and ability to pass one of the financial tests in rule 136.6
- Insurance coverage through private insurance carrier meeting rule 136.8
- Guarantee from corporate parent or other firm able to pass the net worth financial test in rule 136.7
- Surety bond meeting rule 136.9
- Letter of credit meeting rule 136.10
- Trust Fund meeting rule 136.1
- Combination of the above methods (please mark those methods being used)

Name of Insurer: \_\_\_\_\_ Policy No.: \_\_\_\_\_

### For local governments and their agencies, the following may also be used:

- Local government bond rating test meeting rule 136.13
- Local government financial test meeting rule 136.14
- Local government guarantee meeting rule 136.15
- Local government fund meeting rule 136.16

NOTE: Proof of financial responsibility must be maintained by owner on record in order to store fuel in the tanks. **You must submit a current copy** of the financial assurance document such as a new certificate of pollution liability insurance or proof of self-insurance every year. If financial responsibility is not maintained, the department can stop fuel delivery. Insurance companies are required to notify the department when insurance is being canceled. Insurance does not transfer to new owner.

**Provide Class A and B Operators for this site.** A trained Class A and B operator is required before you can receive fuel and operate the underground storage tanks. The Class B Operator must be located within a 4-hr response time to a staffed site and within a 2-hr response time of an unstaffed site. If the site dispenses fuel to the public, the employee on site must be trained at least as a Class C Operator. Information on operator training can be found at [www.iowadnr.gov/ust](http://www.iowadnr.gov/ust) under UST Owner & Operator. Class A, B, and C operator records should be retained onsite.

### ATTACH A COPY OF THE CERTIFICATES OF A & B OPERATOR TRAINING.

#### Class A

Name \_\_\_\_\_ Date Trained \_\_\_\_\_ Approved Vendor (company) \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

#### Class B

Name \_\_\_\_\_ Date Trained \_\_\_\_\_ Approved Vendor (company) \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

### OWNER CERTIFICATION (READ AND SIGN AFTER COMPLETING FORM)

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and that based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the submitted information is true, accurate and complete.

\_\_\_\_\_  
Print or Type Name of Owner

\_\_\_\_\_  
Print or Type Official Title of Owner

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date Signed

Date of Ownership Change: \_\_\_\_\_

Registration is required by Iowa law for all underground storage tanks that have been used to store regulated substances since January 1, 1974, and were still in the ground as of July 1, 1985, or tanks brought into service after July 1, 1985. This information is required by 567-Chapter 135 of the Iowa Administrative Code (567-455B and Iowa Code Section 455B.473).

Submit this form and supporting information (electronically) to: [USTOperations@dnr.iowa.gov](mailto:USTOperations@dnr.iowa.gov) or in paper format to: Iowa Department of Natural Resources, UST Section, 6200 Park Ave Ste 200, Des Moines IA 50321.