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Petroleum Storage Tank Bureau

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RON CURRY
Secretary

JON GOLDSTEIN
Deputy Secretary

JIM NORTON
Director

Memorandum

To: AST and UST Installers
From: Jennifer J. Pruett, Tank Fee Manager
Date: November 24, 2008
Re: **Installer Exam Availability and Location Information**

The Petroleum Storage Tank Bureau (PSTB) will be providing the New Mexico Laws and Rules Exam throughout the state in the coming months. Attached calendars provide the dates when and locations where tests will be given. Contact information for the field offices is provided below.

In order to sign up to take the Exam, please send your check for \$45 for each test (either AST or UST, or \$90 for both) to my attention at the address above. Please make your check out to: The Storage Tank Fund. ***Be sure to indicate on your check that it is for a New Mexico Laws & Rules Test, and tell us in a note or letter on what date and location you would like to take the test (first choice and second choice). You must give us a current phone number and address so we can contact you to schedule the test and provide your results.*** We will then notify the applicable inspector, who will confirm your test date and time.

The exam is a closed book exam; you will not be able to use any notes, books or other materials during the exam, and you must turn off all cell phones. You will have 1 hour to complete the test of 45 objective questions (true/false and multiple choice-type questions). We suggest you obtain a copy of the New Mexico Petroleum Storage Tank Regulations (May 2008 edition) and the PSTB's informational pamphlets explaining some parts of the rules to study in preparation for the test. You may obtain these Regulations and pamphlets from your local inspector or from our web page at <http://www.nmenv.state.nm.us/ust>. You will not be able to ask for clarification or explanation of any questions during the test, but you may make written notes on the test or indicate if you think certain questions are unclear.

After you turn in your completed exam, the local inspector will forward it to Santa Fe for grading. We will inform you of your score within 15 working days. You must score at least 70% to pass the exam. If you do not pass the exam, we will indicate which parts of the regulations contained most of the questions you missed. No completed exams will be returned or given to inspectors or to installers. If you fail the exam, you may re-take it once within 30 days after receiving your grade. If you do not pass the exam on the second try, you must begin the process of becoming a certified installer again, including taking an ICC Installation/Retrofitting Exam and an on-site exam. Once you have completed your renewal or initial certification, we will mail you a wallet card and certificate indicating your next expiration date in March 2013.

Please do not hesitate to call me if you have questions about this Memo in general, or about your particular installer certification requirements. My direct line is 505-476-4392.

Santa Fe

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Jennifer Pruett 505-476-4392
Bertha Aragon 505-476-4393
Ron Trueblood 505-476-4391

Albuquerque

5500 San Antonio Dr.
Albuquerque, NM 87109
Dan Lopez 505-222-9549
Bart Butler 505-222-9556
Keith Chavez 505-222-9559

Clovis

100 E. Manana, Unit #3
Clovis, NM 88101
Bill Bryant 575-762-3728

Las Cruces

1170 N. Solano, Suite M
Las Cruces, NM
Joe Godwin 575-524-6300
Lowell Watkins 575-524-6300

Carlsbad

406 C. North Guadalupe
Carlsbad, NM 88220
Elmer Smith 575-885-9023

Las Vegas

505 National Ave, Suite 3
Las Vegas, NM 87701
Adrian Jaramillo
505-454-2808

Roswell

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Farmington

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Tom Gray 505-566-9745