Petroleum Storage Tank Bureau
New Mexico Environment Department
1301 Siler Road, Bldg B
Santa Fe, NM 87507
www.nmenv.state.nm.us/ust/ustbtop

State of New Mexico
Petroleum Storage Tank Registration

State Use Only:		
Owner ID Number	Facility ID Number	Date Received

Entry Date:	Initials:

GENERAL INFORMATION

New Mexico law requires that storage tanks be registered with the New Mexico Environment Department (NMED).

WHO MUST REGISTER? Any person who owns* an underground storage tank used at any time since January 1, 1974 for the storage, use, or dispensing of **regulated substances** (see examples in next paragraph). USTs removed from the ground prior to November 8, 1984 need not be registered. USTs removed from the ground after November 8, 1984, must be registered. If a UST was closed before July 1, 1974, owners need not pay fees for that year. Any person who owns* an above-ground storage tank used at any time after June 14, 2002 for the storage, use, or dispensing of **regulated substances** (see examples in next paragraph). ASTs removed from service prior to June 14, 2002 need not be registered. Tanks are deemed closed only when proper documentation is received by the NMED.

** For the purposes of registration, ownership may not be relinquished by the abandonment of a tank*

Tanks located on Indian lands and owned by Indians need not be registered with the state.

WHAT TANKS ARE INCLUDED? Underground storage tank and above-ground storage tank are defined as any tank or combination of tanks that are used to contain an accumulation of **regulated substances.** Regulated substances are defined in Section 7 of 20.5.1 NMAC of the New Mexico Petroleum Storage Tank Regulations. Some examples of regulated substances for both ASTs and USTs are: gasoline, used oil, motor oil, and diesel fuel. Examples of regulated substances other than petroleum, for USTs only, are hazardous substances such as anti freeze, and industrial solvents.

WHAT TANKS ARE EXCLUDED?

1. For USTs: Farm, ranch or residential tanks of 1,100 gallons or less capacity used for storing motor fuel or heating oil for consumptive use on the premises, and for ASTs: Farm, ranch or residential tanks of any size used for storing motor fuel or heating oil for consumptive use on the premises;
2. Hydraulic lift tanks;
3. USTs with a capacity of 110 gallons or less; ASTs with a capacity of 1,319 gallons or less; and ASTs with a capacity of 55,000 gallons and greater;
4. Other tanks excluded from the definitions of UST or AST in 20.5.1.7 NMAC or tank exempted in 20.5.1.2 NMAC.

WHEN TO USE THIS FORM

This form must be filed:

1. **When you have not previously submitted a registration for your tanks.** Owners of newly installed tank systems are required to submit a registration for their new tank systems prior to placing it into service.
2. **When ownership of a tank changes.** The new tank owner must register within 30 days of the ownership transfer. The Bureau does have an alternate short form for Notification of Change-in-Ownership which is available thru a local NMED PSTB Inspector.
3. **When a new tank is placed in service.** You must register the tank before placing it in service. You must also notify the department at least 30 days before installing a new system.
4. **When the information you provided on a previous notification or registration changes.** You must report the change on this form within 30 days of the change. (For example, if the owner of a tank system changes his mailing address he must notify the Department within 30 days of the change in address)

PENALTIES: Any owner who violates the registration and reporting requirements of the New Mexico PST Regulations is subject to a civil penalty not to exceed $10,000 per day for each tank.

PLEASE NOTE : It is illegal for new public wells to be drilled within 200 feet of a tank system or for new private domestic water supply wells to be drilled within 100 feet of a tank system per 20.7.3.302 NMAC. A well for any business (including a gas station) serving water to the public is a public water supply well. Please contact the Drinking Water Bureau at (505) 476-8620 or toll free 1-877-654-8720 if such activity is observed. Also, tank systems are considered in-use until they are permanently closed in accordance with the requirements of Part 8 of 20.5 NMAC. Owners of tank systems in temporary closure will receive an annual tank fee invoice until the tank systems meet the requirements for permanent closure.

INSTRUCTIONS

Please type or print in ink. Complete Sections I-VII and sign in the space provided below. Please ensure that the form is **completely** filled out and that copies are legible. If information is not known, so indicate. Forms cannot be accepted unless completed and signed. The signature must be original.

If submitted by a corporation, the form must be signed by a principal executive officer of at least the level of vice-president or a duly authorized agent of the corporation with authority to represent the corporation in these matters. If submitted by a partnership or a sole proprietorship, the form must be signed by a general partner or the proprietor. If submitted by a municipal, state or other public facility, the form must be signed by a principal executive officer, ranking elected official or other duly authorized employee.

The information you provide should be based on reasonably available records or, in the absence of such records, upon your knowledge, belief or recollection.

A separate form must be completed for each location containing storage tanks. Whenever a form is being submitted because of a change at the location, the form should be completed for **all** tanks currently at the location or removed from the ground or otherwise closed since the date of the last notification or registration. If the information regarding a specific tank has not changed since the previous registration of that tank, identify the tank in the space indicated, check the box for no new information and proceed to the column for the next tank.

Tank numbers will be assigned upon receipt of your Petroleum Storage Tank registration. Please, refer to those tank number(s). If more than 5 tanks are owned at any location, photocopy Sections V-VII of this form; complete them for the additional tanks and staple photocopies of the completed pages to the original registration.

Send the completed form plus any attachments to:

Petroleum Storage Tank Bureau
New Mexico Environment Department
1301 Siler Road Bldg B
Santa Fe, New Mexico 87507

Retain copies of this form and/or any attachments for your records.

If you have any questions or want a copy of the New Mexico PST regulations, call **(505) 476-4397** in Santa Fe for assistance.

INSTALLER'S OATH - I certify that the methods used to install the tanks & piping comply with 20.5.4 NMAC.

First Installer's Signature _____ Date _____

Installer's Name (Please Print) _____ NMED Certification Number _____

Company /Address/Phone Number _____

Second Installer's Signature _____ Date _____

Installer's Name (Please Print) _____ NMED Certification Number _____

Company /Address/Phone Number _____

CERTIFICATION *(Read and sign after completing Sections I-VII)*

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

Name & official title of owner or owner's authorized representative (Please Print) _____

Owner's or Authorized Representative's Signature _____ Date _____

State of New Mexico
Petroleum Storage Tank Registration

Section 1 - Type of Registration

☐ Check here if this is the first registration sent in for this location

☐ Check here if this is not the first registration sent in for this location and indicate your reason(s) for submitting the form in the box below.

☐ New Tank Systems ☐ New Form

☐ Other changes in information (check those that apply):

☐ Change of facility name. Old Name: _____

☐ Change of company name. Old Name: _____

☐ Other Explain: _____

If tanks changed ownership since 1987, please give the following information for previous owner:

Name under which previous owner registered tanks _____ Date tanks transferred _____

Mailing address of previous owner _____

City _____ State _____ Zip Code _____

County _____ Phone Number _____

NOTE: If this is an amended form, you need only fill out information, which has changed since the last submittal, except that you should still complete Section I-IV, and, in Section V, list the tank numbers for all tanks at the location.

Section II - Owner Information / Operator Information

A. Ownership of Tank systems

Owner Name (Corporation, Individual, Public Agency, or Other Entity). _____

Executive Office _____ SS# _____

Mailing address _____

City _____ State _____ Zip Code _____

County _____ Phone Number _____

B. Ownership of Property ☐ (Owner of tanks same as property owner.)

Property Owner _____ Phone Number _____

Mailing address _____

City _____ State _____ Zip Code _____

C. Operator Information

Is the Owner and Operator of these storage tank systems the same entity?

☐ Yes ☐ No (If no, please complete this section.)

Operator Name (Corporation, Individual, Public Agency, or other entity) _____

Mailing address (street or PO) _____

City _____ State _____ Zip Code _____

County _____ Phone Number _____

Section III - Type of Facility

A. Ownership Type: _____

B. Tank System Usage: _____

Facility Name or Corporate Site Identifier, as applicable. _____

Street address or directions from nearest street intersection to a tenth of a mile. _____

City (nearest) _____ County _____ Zip Code _____

Phone Number _____

If known: _____ 1/4 of _____ 1/4 of _____ 1/4

of Section _____ Township _____ Range _____

Latitude: _____ Longitude: _____

Is the location currently listed as a leaking petroleum storage tank site?

☐ Yes ☐ No

What is the depth to groundwater at this location (enter "unknown" if not known)? _____

How many tanks are at this location, not including tanks closed according to PSTB regulations? _____

Are the tanks located on land within or on an Indian Reservation? _____

How many tanks do you own in the U.S. altogether? _____

Section IV - Contact Person at Tank Facility

Name _____ Phone Number _____

Title _____

V. **Description of Petroleum Storage Tank Systems.** *(Complete for each tank system at this location.)*

	Tank	Tank	Tank	Tank	Tank
1. Tank ID Number					
2. Tank Placement					
3. Date of Installation					
4. Total Capacity (gallons)					
A. Number of Compartments					
B. Compartment Capacities					
5. Tank Construction & Details					
A. Orientation					
B. Number of Tank Walls					
C. Form of Construction					
D. UL Number					
E. Shell Material (mark all that apply)					
Bare or Galvanized Steel					
Stainless Steel					
Coated Steel (dielectric coating)					
Fiberglass Reinforced Plastic (FRP)					
Fiberglass / Synthetic Plastic					
Fiberglass (FRP) Jacketed Steel					
Concrete Encased Steel					
F. Tank Corrosion Protection (mark all that apply)					
Galvanic / Sacrificial Anodes					
Impressed Current System					
Internal Lining					
Paint					
6. Tank Secondary Containment					

	Tank	Tank	Tank	Tank	Tank
Tank ID Number (from row #1)					
7. Piping Construction Detail					
A. Piping Type #1 - Placement					
B. Piping Type #1 - Material					
C. Piping Type #1 - Secondary Containment					
D. Piping Type #2 - Placement					
E. Piping Type #2 - Material					
F. Piping Type #2 - Secondary Containment					
G. Piping System Type					
H. Piping Corrosion Protection					
8. Substance stored in primary or #1 compartment of tank.					
A. Content of #2 Compartment					
B. Content of #3 Compartment					
9. Tank Release Detection					
A. Automatic Tank Gauging System*					
B. Interstitial Monitoring					
C. Statistical Inventory Reconciliation (SIR)*					
D. Groundwater Monitoring*					
E. Manual Tank Gauging**					
F. Monthly Visual Inspection (AST Only)					
G. Vapor Monitoring*					
10. Piping Release Detection					
A. Interstitial Monitoring					

	Tank	Tank	Tank	Tank	Tank
Tank ID Number (from row #1)					
B. Line Tightness Testing***					
C. Electronic Line Leak Detector					
D. Mechanical Line Leak Detector					
E. Statistical Inventory Reconciliation (SIR)*					
F. Monthly Visual Inspection (aboveground piping on AST only)					
G. Suction - Exempt					
11. Spill Containment					
12. Overfill Prevention					
13. Used for Emergency Power Generation					

* Methods cannot be used on underground storage tank systems installed after April 4, 2008. The only applicable method for UST systems installed after this date is interstitial monitoring of both the tank and associated underground piping.

**Method can only be used on underground storage tanks with capacities of 2,000gallons and less that were installed before April 4, 2008. All underground storage tanks installed after April 4, 2008 must use interstitial monitoring as primary method of release detection.

***Method can only be used on piping installed prior to April 4, 2008. For underground pressurized piping it must be used in conjunction with a line leak detector.

VII. **Financial Responsibility.**

A. Mechanism: If the answer to A is Insurance Policy, enter the name of the Insurance Company in Subsection B.

B. Name of Insurance Company

C. Policy Number

Comments:

Print Form (After you print the form, sign it, and then mail an original copy to the address at top of page one.)