

# Underground Storage Tank System Removal/Decommissioning Report



Where underground Storage Tank Systems must be removed from the ground and disposed of, it shall be in accordance with Subsections 4.3.16. and 4.3.17. of the National Fire Code - 2019 Alberta Edition.

Upon completion of the removal process, this form must be sent to [fueltankinquiries@edmonton.ca](mailto:fueltankinquiries@edmonton.ca) or faxed to 780-442-7364.

If contamination is observed during the removal process or revealed through soil sampling, the notification must be made to Edmonton Fire Rescue Services, and action taken in accordance with Sentence 4.3.17.1.(2) of the National Fire Code - 2019 Alberta Edition as well as; notification to Alberta Environment at 1-800-222-6514 in accordance with Section 110 of the Environmental Protection and Enhancement Act.

|                                |                |                                       |
|--------------------------------|----------------|---------------------------------------|
|                                |                |                                       |
| Application Date (DD/MM/YYYY): | Permit Number: | City of Edmonton Registration Number: |

|   |          |              |        |      |
|---|----------|--------------|--------|------|
| <b>SECTION 1: FACILITY INFORMATION</b>  |          |              |        |      |
| Facility Name:  | Address: |              |        |      |
| Municipality:   | AB       | Postal Code: | Phone: | Alt: |
| Legal Land Description (if available):<br>LSD:        ¼ if Sec:        /Twp:        /Rge:        /W of:        Mer. <b>or</b> Lot:        Block:<br>Plan: |          |              |        |      |

|  |               |       |        |              |
|--|---------------|-------|--------|--------------|
| <b>SECTION 2: TANK OWNER INFORMATION</b> |               |       |        |              |
| Name:                                    | Office Phone: | Cell: | Email: |              |
| Address:                                 | Municipality: |       | AB     | Postal Code: |
| Contact Name:                            | Office Phone: | Cell: | Email: |              |

**SECTION 3: TANK REMOVAL INFORMATION** \*Attach a Site Sketch and Excavation Plan.  
Additional tanks to be added in the attachments section at the bottom of this form.

| Tank Reg. No. & Listing<br>(ULC/API/Other)<br>No. Listing | Year | Cap.<br>(L) | Product<br>ID | Tank<br>Material | Date<br>Removed<br>(DD/MM/YYYY) | Reason for<br>Removal<br><small>(facility closing, development/<br/>improvements, leak indicated)</small> | Tank<br>Replaced |
|---|------|-------------|---------------|------------------|---------------------------------|---|------------------|
|   |      |             |               |                  |                                 |   |                  |
|   |      |             |               |                  |                                 |   |                  |
|   |      |             |               |                  |                                 |   |                  |
|   |      |             |               |                  |                                 |   |                  |
|   |      |             |               |                  |                                 |   |                  |
| Company removing product                                  |      | Name:       |               |                  | Address:                        |   |                  |
|   |      | Phone:      |               |                  | Email:                          |   |                  |
| Company receiving product                                 |      | Name:       |               |                  | Address:                        |   |                  |
|   |      | Phone:      |               |                  | Email:                          |   |                  |

**SECTION 3B: PIPING REMOVAL INFORMATION**

|                                       |   |
|---------------------------------------|---|
| Piping underground?                   | All underground piping and associated components removed? |
| If No, purged and sealed?<br>Details: |   |

**SECTION 4: TANK & PIPING ABANDONMENT INFORMATION** Provide additional details in attachments.

|   |                  |
|---|------------------|
| Tank abandoned in place?  | If yes, explain: |
| Property Owner's consent?   | If no, explain:  |
| Abandonment procedures in accordance with Sentences 4.3.17.2(2), 4.3.17.2.(5) and 4.3.17.2(6) of NFC(AE)?<br>Details: |                  |

**SECTION 5: REMOVAL INFORMATION** *Individuals supervising the removal of Underground Storage Tank Systems must be approved in accordance with the National Fire Code - 2019 Alberta Edition*

|                        |               |                                     |              |  |
|------------------------|---------------|-------------------------------------|--------------|--|
| Company Name:          | Office Phone: | Cell:                               | Email:       |  |
| Address:               | Municipality: | AB                                  | Postal Code: |  |
| Supervisor of Removal: |               | Qualifications & Certification No.: |              |  |
| Cell:                  |               | Email:                              |              |  |

**SECTION 6: SITE CONTAMINATION INFORMATION** *Provide additional details in attachments.*

|   |        |                    |   |  |
|---|--------|--------------------|---|--|
| Was contamination observed anywhere around the tank, piping or associated components? |        |                    |   |  |
| If yes, was Edmonton Fire Rescue Services notified?                                   |        | Date (DD/MM/YYYY): | At Time (24 hr clock):<br>____:____ hrs |  |
| Soil contamination report provided?   |        |                    |   |  |
| Soil remediation required?  |        | Complete?          |   |  |
| In No, explain:   |        |                    |   |  |
| Company completing the work   | Name:  |                    | Address:                                |  |
|   | Phone: |                    | Email:                                  |  |
| Receiver of contaminated soil   | Name:  |                    | Address:                                |  |
|   | Phone: |                    | Email:                                  |  |
| Alberta Environment notified?   |        | Date (DD/MM/YYYY): | At Time (24 hr clock):<br>____:____ hrs |  |
| Tank rendered unfit for reuse / resale?   |        |                    |   |  |
| Receiver of disposed tank and piping  | Name:  |                    | Address:                                |  |
|   | Phone: |                    | Email:                                  |  |

**ADDITIONAL INFORMATION**

|  |
|--|
|  |
|--|

|   |
|---|
| <b>ADDITIONAL INFORMATION (CONTINUED)</b> |
|   |

|                                    |   |
|------------------------------------|---|
| <b>ATTACHMENTS (No. of: _____)</b> |   |
| <b>NAME</b>                        | <b>TYPE (PHOTOS, EMAILS, DOCUMENTS)</b> |
|                                    |   |
|                                    |   |
|                                    |   |
|                                    |   |
|                                    |   |

\*I certify that the information provided in this report to be accurate and true to the best of my knowledge.

\_\_\_\_\_  
*Owner/operator or person in responsible charge  
of the property*

\_\_\_\_\_  
*Title / Position*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

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