Louisiana Department of Environmental Quality Underground Storage Tank Division

Underground Storage Tank Registration and Technical Requirements Form (UST-REG)

Instructions:

Use ink, and print or type all items except where a signature is required. Forms completed in pencil will not be accepted. For first time submissions, all sections must be completed in its entirety. For subsequent submissions, if updates are only being made in sections 1-9 and/or tank status and substance currently or last stored entries of section 10 then only those sections need to be updated and submitted with a signature. When other changes to the UST system are being made the subsequent submission should be completed in entirety and submitted with required signatures. Registration forms lacking information will be returned. Copy and attach additional sheets as needed. A separate form must be completed for each facility/location containing underground storage tanks (USTs). For amended registrations, be sure to include the agency interest number and the tank identification number(s) previously assigned to registered tanks. For registration questions, contact either Amy Smith (225-219-3702) or Jennifer Bounds (225-219-3664).

Within thirty days of completing a renovation or repair, the UST-REG form must be completed, signed by the UST owner and the UST certified worker, and submitted to the department if any of the information on the previously submitted form has changed.

A to-scale site diagram showing all tanks, product piping, vent piping, and dispenser locations of all UST systems installed or renovated must be submitted with the UST-REG form.

Placing a regulated substance into a UST that has not been registered with LDEQ is a violation of La. R.S. 2194.1 and LAC 33:XI.301.C.9 and 10. For new installations, prior to placing a regulated substance into the UST, the UST-REG form must be completed, signed by the UST owner and the UST certified worker, and submitted to the department. The UST Division will register the UST in order to allow a regulated substance to be placed into the UST. After the installation is completed, the owner must submit an amended UST-REG form only if any information on the originally submitted form has changed.

Certificate of Underground Storage Tank Registration (Registration Certificate)

A registration certificate will be issued for each facility after the current fees, any late payment fees, and all outstanding fees and late payment fees are paid. The current registration certificate must be kept on-site or at the nearest staffed facility. This certificate is proof that fees have been paid and must be maintained as proof of financial responsibility if the LA Motor Fuels UST Trust Fund has been selected as the method of financial responsibility. *This certificate is no longer required in order to receive fuel deliveries*. LDEQ will send the UST owner an invoice annually for all annual fees for the State of Louisiana fiscal year (July 1 through June 30).

Online Fee payment

All fees listed below are available for online payment at: https://business.deq.louisiana.gov/. (for assistance for making online payment see our Online Payment Tutorial.

NOTE: For new facilities installing new tanks an Agency Interest (AI) Number will need to be requested. There is a link in the e-business portal that will take you to a public web page where you will enter information for this request.

Annual Registration Fee and Amended Registrations for Ownership Change

All UST owners must pay an annual registration fee of \$60 per tank.

The fee for amending or modifying a registration form for change of ownership is \$60.

Annual Monitoring and Maintenance Fee

In addition to the annual registration fee listed above, owners of the following tanks must pay the listed fees:

- State and Federal agencies must pay a fee of \$174 per tank.
- Owners of USTs containing hazardous substances as defined in Section 103 of the UST regulations must pay a fee
 of \$726 per tank.
- Owners of USTs containing petroleum products not meeting the definition of a motor fuel must pay a fee of \$174 per tank.

Motor Fuels Underground Storage Tank Trust Fund (MFUSTTF) Fees

In addition to the annual registration fee listed above, owners of USTs containing new or used oil must pay an annual fee of \$275. For each gallon of motor fuel purchased, other than new or used oil, a MFUSTTF fee of \$.008 per gallon is collected by the certified bulk dealer/distributor supplying the fuel

UST-REG 1 Revised Date: October 31, 2024

			LOUISIANA	A DEPARTMENT	OF ENVIRONME	NTAL QUALIT	ΓΥ			
UNDERGROUND STORAGE TANK DIVISION UNDERGROUND STORAGE TANK REGISTRATION AND TECHNICAL REQUIREMENTS										
UN					T		CAL REQ	UIREN	/IENTS	
RETURN COMPLETED FORM TO:	fee payme US Mail: I FINANCIA POST OFF	ent if fee is req	uired) F MANAGEME	ee page 1 – Online NT AND FINANCE	FOR DEQ USE ONLY CHECK NO: 0999270 DATE RECORDED: CLERK INITIALS:	Y: 		FEDER.	AL ID NO: 72-	
	·	·		ype of Notificat	ion – Mark all th	at apply				
New or rep	g to replace placement placement tank status ownership form (spec	e existing pipi containment overfill preve s (list in Sectio) (date):	ng* sumps ntion equipm	Additional tank(s New pip New or New or New or Register) at existing facility* ing added to existing replacement spill pro change in release de ing to close ch a to-scale site dia	Rep g piping (added o evention equipm tection method	dispensers)* nent		xisting facility*	
			2. Type of	UST Facility – Sel	ect the appropriate f	facility description	on.			
Air Taxi (Ai Industrial Retail Selle Other (Spe	er of Moto	Aircraft Ow Marina r Fuel (e.g., ga		Auto Dealership Residential tion)	Contractor Railroad Farm	Utilitie	al Military es eum Distribu	☐ Tru	deral Non-Military cking/Transport	
			3. Type	of Owner - Select	the appropriate own	ner description.				
Federal G	overnmer	nt St	ate Governm	ent Loca	l Government	Comme	ercial		Private	
	4. (Ownership	of Tanks			5. Locat	ion of Tan	ks		
Owner Name	(corporation	on, individual,	public agenc	y, or other entity)	Facility Name or Co	ompany Site Ide	ntifier, as app	olicable	LDEQ AI #	
Mailing Addre	SS				Street Address (fac	cility only, P.O. B	ox or Route	No. not a	cceptable)	
City			State	Zip Code	City		State LA	Zip C	ode	
Telephone Nu	mber (XXX	-XXX-XXXX)	Facsimile (XXX-XXX-XXXX)	Parish		Telephone	Number ((XXX-XXX-XXXX)	
e-Mail			1		Latitude (decimal degrees)					
					Longitude (decimal degrees)					
	6.	Billing Info	rmation			ntact Person	Responsib	le for Ta	ank(s)	
Complete this to different na				e should be sent ion 4.	Name		·			
Company Nam					Official Title					
Billing Address	5				Address					
City State Zip Code					City State Zip Code					
Billing Contact	Person		Telephone I	Number	Telephone Numbe	er (XXX-XXX-XXX)	()		•	
e-Mail					e-Mail					
		8. Na	tive Amer	ican Lands – Cor	nplete this sectio	on only if appl	licable.			
Name of Nativ American Trib			cated on land or on other t	d owned by a Native	American] Yes	Tanks are ov or Individua	_	ve Ameri] Yes	can Nation, Tribe	

UST-REG 2 Revised Date: October 31, 2024

		9. Financial R	•	-	should a rala	000 000115				
Select the method	Required assurance that an owner can p (s) showing how you have met the finan									
Check all that app			.,		,					
LA Motor Fuel	UST Trust Fund	Letter of Credit		☐ Insurance and Risk Retention Group Coverage						
Guarantee	=	Surety Bond			est of Self-Insu					
Owner/Operat		Standby Trust F			wed Method (s	pecify)				
	10. Description o	_	_							
C	omplete for each UST at this location. M		• •		date or name	is required.				
Tank ID Number (e.g. 1, 2, 3 for new installations; must	d attach additio	ilai sileets as ili	ecessary.		T				
	nk #s once assigned by DEQ; list									
compartment tanks	s 1A, 1B, 1C, Tank #A, Tank #B, etc.)									
Canacity (gallons) (f compartment tank, list each									
compartment size in										
·	Tank is New/Currently in Use									
Tank	Date of Tank Installation									
Status	Date Tank Placed In Service									
l. 6 L	Tank is Temporarily Out of Use									
l	Date Taken Temporarily Out of Use									
	Date Returned Into Service									
Check if tank is siph Check if manifolded					\vdash					
(enter Tank #(s) it is										
	Il (active or abandoned) within 50 feet?									
If yes, specify numb										
If yes, specify numb	per of abandoned wells									
	Gasoline, no ethanol									
	Gasoline, containing <10% ethanol									
	Gasoline, containing >10% ethanol				Ш					
	(specify amount of ethanol)									
	Diesel (Highway) Diesel (Off Road)				౼		<u> </u>			
	Biodiesel, containing <20% biodiesel			$\vdash \vdash \vdash$						
	Biodiesel, containing >20% biodiesel				H					
	(specify amount of biodiesel)				_					
	Kerosene									
Substance	Heating Oil									
Currently or	Used Oil				<u> </u>		Ц			
Last Stored	New Oil (lube, cutting, motor, engine, etc. oils) Specify									
	Other Petroleum-Based Substances									
	Specify									
	Hazardous Substance									
	Specify					_				
	Other Alternative Fuel									
	Specify									
	Non-Regulated Substance (include for compartments only)									
	Specify									
Emergency generat	or use only?									
	nstruction – Mark all that apply									
Fiberglass Reinford										
· ·	vith fiberglass or urethane coating,									
Double Walled or	100U, Permatank, Elutron, etc.)									
	eted Tank (Total Containment, etc.)	H		\vdash \dashv						
STI-P3 (Coated wit			H		H		$\overline{\Box}$			
	Without Corrosion Protection									

UST-REG 3 Revised Date: October 31, 2024

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Bare Steel or							
Asphalt Coate							
	Impressed Current (IC) system						
	Sacrificial Anodes						
	Interior Lining						
Cathodically	Lining and IC Installed Together						
Protected	Lining and IC Installed Separately				Ē		
Steel	Lining and Anodes Installed Together					H	H
Steel	Lining and Anodes Installed Separately	<u> </u>		\vdash		<u> </u>	
	Date of Initial Tank CP Upgrade						
	Date of Subsequent Tank CP Upgrade						
Excavation Li	ner or Secondary Barrier						
Concrete							
Field Constru	cted						
Unknown							
	terior lining for repair or compatibility)					H	
Specify	terior inining for repair or compatibility)						
	. 1/0						
	ial/Construction – Mark all that apply	ı		1		ı	ı
	ber(s) that piping is associated with		<u> </u>				
Bare Steel							
Galvanized St	eel						
Copper							
	Protected (impressed current)	H	H			H	H
	Protected (impressed current)	 	\vdash	\vdash		 	
				\vdash			
	termined CP Not Required			<u> </u>			
	inforced Plastic (FRP)						
Partial Steel v	with Fiberglass Reinforced Plastic (FRP)						
Non-Corrodib	ole Flexible Plastic						
Double Walle	ed						
	of Secondary Containment or Barrier						
				\vdash	H	H	
Airport Hydra	ant Fibring			⊢⊢		片	
Unknown			\vdash		<u> </u>	닏	
Other					Ш		
Specify							
Most Recent	Piping Installation/Renovation/Upgrade						
Date							
Piping Metho	ods – Mark all that apply						
	suction – no release detection required)						
	safe suction – release detection required)	H	H	H	H	H	H
	sale suction – release detection required		\vdash	\vdash		H H	
Pressure				 	<u> </u>	<u> </u>	
Gravity Feed							Ш
Spill and Ove	rfill Protection – Mark all that apply						
	Single Walled Spill Bucket						
C	Double Walled Spill Bucket						
Spill	Interstitially Monitored						
Prevention	Other						
	Specify						
Coill Decreet	on Installation Date		1				
Spili Preventi							
	Automatic Shutoff (Drop Tube Device)	<u> </u>	\vdash \sqsubseteq	<u> </u>	<u> </u>	<u> </u>	$\sqcup \sqcup \sqcup$
Overfill	Flow Restrictor (Ball Float Valve)						
Prevention	High Level Alarm						
rievention	Other						
	Specify	_	-			_	_
Overfill Preve	ention Installation Date						
	Spill and Overfill						
	ank and Piping Components – Mark all that a	pply					
	P) Containment Sump						
Sump Installa	tion Date						
	ng Manual IM (visual)						
FF_	- , ,		_	_			

Head for Die:	ng Continuous IM (consor)		$\overline{}$	Г	_	Г	1	Г	1		1	Г	\neg
	ng Continuous IM (sensor)	+	H		╡		╡		\dashv	 	┪		\dashv
Fiberglass Reinforced Plastic Sump Thermoplastic, HDPE, Polyethylene Sump			H -		=	-	╡		=	<u> </u>	╡	┝	=
Metal Sump	ic, HDPE, Polyethylene Sump		<u> </u>		=	L	=	<u>L</u>	_	<u> </u>	-	<u> </u>	\exists
Double Walled Sump			<u> </u>		=		╡	<u>L</u>		<u> </u>	╣	 	-
Interstitially Monitored Double Walled Sump			<u> </u>		=	<u> </u>	╡		=	<u> </u>	╡	┝	\dashv
			<u> </u>	<u> </u>	=	L	╡		=	<u> </u>	╡	┝	=
Transition Su	•	-		L				L		L		<u> </u>	
Sump Installa			$\overline{}$	Т	_	-	_	Г	_		1	Г	7
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	inforced Plastic Sump		<u> </u>		_		=		=		╡		
	ic, HDPE, Polyethylene Sump		<u> </u>		_		=		_	<u> </u>	┪	-	_
Metal Sump	ic, fibr L, rolyethylene Sump				_	1	_		1		1	┝	_
Double Walle	ad Sumn				_		_	<u> </u>	1	<u> </u>	†		
	Monitored Double Walled Sump				_	1	=				┪		
interstitiany i	Metal Flexible Connectors		<u> </u>		_		=		_		┪	+	+
	Metal Swing Joints		<u> </u>		_		=		_	<u> </u>	┪		
Pipe	Isolated Within Sump		<u> </u>				=		_	<u> </u>	┪	-	_
Terminations	s at Isolated With Nonmetallic Boot						_				1	╁	
Tanks	Cathodically Protected – Anodes		<u> </u>		_	-	=		_	<u> </u>	┪	-	_
	Cathodically Protected – Anodes Cathodically Protected – IC System				_		=	<u>_</u>	1	<u> </u>	┪		
	Isolated Within a Sump				_		=				 	+	+
Submersibl	le Isolated within a Sump		<u> </u>		_	-	=	<u>L</u>	<u> </u>	<u> </u>	┪	-	_
Turbine Pun	np Cathodically Protected – Anodes		<u> </u>		┪		=		=	<u> </u>	┪	-	_
Housing	Cathodically Protected – Anodes Cathodically Protected – IC System						_		1		┪	+	
Poloaco Doto	ection Information – Mark all that apply	Tank	Piping	Tank	Piping	Tank	Piping	Tank	Piping	Tank	 Piping	Tank	Piping
Release Dete	550 gal or less	Talik	Fibilig	Talik	Fibilig	Talik	Fibilig	Talik	Fibilig	Talik	Fibilig	Talik	Fibilig
Manual	551-1000 gal (48 inch diameter tank)	H		+		H		H		$\vdash \vdash \vdash$		H	
Tank	551-1000 gal (44 inch diameter tank)	╁┼		+		H		∺		\vdash		H	
Gauging	331 1300 gar (0 1 men diameter tank)												
Tank Tightne	ss Testing Only	П						\Box					
Automatic Ta		Ħ	\perp	$\vdash \vdash \vdash$		Ħ		Ħ	П	H		Ħ	
Groundwater		Ħ	+ H	$\vdash \vdash \vdash$	H	Ħ	H	∺	H	H	$\overline{\Box}$	Ħ	
Vapor Monito		ΤĦ	 	1 1	Ħ	Н	H	Ħ	H	H	Ħ	П	Ħ
	ventory Reconciliation	ĦΠ	1 17	ΙĦ	Ħ	Ħ	Ħ	Ħ	Ħ		Ħ	Ħ	Ħ
	Double-Walled or Jacketed	Ħ	╅	TH	Ħ	П	TH	Ħ	Ħ	Ħ	Ħ	Ħ	Ħ
	Excavation Liner or Secondary Barrier	Ħ	\top	H	H	П	Ħ	Ħ	H		Ħ	Ħ	Ħ
	Manual (Visual)	ΙĦ	╅	ΙĦ	Ħ	П	Ħ	Ħ	Ħ	Ħ	Ħ	Ħ	
	Manual (Other) (i.e. sensor, float, paste)	T		ΙĦ		Ħ		Ħ				П	
	Continuous – Sensor in Tank Int. Space	ĦΠ		ΙĦ		П		Ħ				Ħ	
	Continuous – Brine-filled (float)	Ī				Ī		Ħ				П	
Interstitial	Continuous – Vacuum or Pressure	П			П	П	П	Ī	П				
Monitoring	Continuous – Sensor in STP Sump										Ħ		
(IM)	Continuous – Sensor in UDC Sump		ΤĦ										
	Continuous – Sensor in Transition Sump												
	Manual (Visual) – STP Sump												
	Manual (Visual) – UDC Sump				\Box		同		一百				百
	Manual (Visual) – Transition Sump	1											
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Other (specify) Line Tightness Testing			+=				一一		T		一一		
Line Tightnes												,	
	ss Testing				Ħ		Ħ		Ħ		Ħ		H
Electronic Lin													
Electronic Lin Mechanical L	is Testing ne Leak Detectors line Leak Detectors												
Electronic Lin Mechanical L No Release D	is Testing ne Leak Detectors ine Leak Detectors vetection Required												
Electronic Lin Mechanical L No Release D	is Testing ne Leak Detectors line Leak Detectors												

Associated Dispenser Components – Mark all the Dispensers 1-10	at apply									
Dispenser ID Number (i.e. 1/2, 3/4, etc.)										
List all Tank ID Number(s) and tank compartment(s) that dispenser is associated with (e.g. 1, 2, 3 or use DEQ-issued tank #) (If compartment tank, list as 1A, 1B, 1C, etc.)										
Under Dispenser Containment Sump										
Sump Installation Date										
Used for Piping IM (Manual)										
Used for Piping IM (Continuous)										
Fiberglass Reinforced Plastic Sump		П	П	Ī						
Thermoplastic, HDPE, Polyethylene Sump										
Metal Sump										
Double Walled Sump										
Interstitially Monitored Double Walled Sump			Ħ							
Pipe Terminations at Dispensers										
Metal Flexible Connectors					П	П		П		
Metal Swing Joints	1 7		l H	Ħ						
Isolated Within Sump	1 7	H	H	Ħ	H	H	H	H	H	
Isolated With Nonmetallic Boot	1 7			Ħ						
Cathodically Protected – Anodes				H						
								$\vdash \vdash \vdash$	\vdash	$\vdash \vdash \vdash$
Cathodically Protected – IC System										
Cathodically Protected – IC System Associated Dispenser Components – Mark all the Dispensers 11-20 Copy and attach additional sheets if necessary for		n 20 dispe	ensers							
Associated Dispenser Components – Mark all the Dispensers 11-20 Copy and attach additional sheets if necessary for Dispenser ID Number (i.e. 1/2, 3/4, etc.)		n 20 dispe	ensers							
Cathodically Protected – IC System Associated Dispenser Components – Mark all the Dispensers 11-20 Copy and attach additional sheets if necessary for		n 20 dispe	ensers							
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Associated Dispenser Components – Mark all the Dispensers 11-20 Copy and attach additional sheets if necessary for Dispenser ID Number (i.e. 1/2, 3/4, etc.) List all Tank ID Number(s) and tank compartment(s) that dispenser is associated with (e.g. 1, 2, 3 or use DEQ-issued tank #) (If compartment tank, list as 1A, 1B, 1C, etc.) Under Dispenser Containment Sump Sump Installation Date Used for Piping IM (Manual) Used for Piping IM (Continuous) Fiberglass Reinforced Plastic Sump		n 20 dispe	ensers							
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Associated Dispenser Components – Mark all the Dispensers 11-20 Copy and attach additional sheets if necessary for Dispenser ID Number (i.e. 1/2, 3/4, etc.) List all Tank ID Number(s) and tank compartment(s) that dispenser is associated with (e.g. 1, 2, 3 or use DEQ-issued tank #) (If compartment tank, list as 1A, 1B, 1C, etc.) Under Dispenser Containment Sump Sump Installation Date Used for Piping IM (Manual) Used for Piping IM (Continuous) Fiberglass Reinforced Plastic Sump Thermoplastic, HDPE, Polyethylene Sump Metal Sump		n 20 dispe	ensers							
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Associated Dispenser Components – Mark all the Dispensers 11-20 Copy and attach additional sheets if necessary for Dispenser ID Number (i.e. 1/2, 3/4, etc.) List all Tank ID Number(s) and tank compartment(s) that dispenser is associated with (e.g. 1, 2, 3 or use DEQ-issued tank #) (If compartment tank, list as 1A, 1B, 1C, etc.) Under Dispenser Containment Sump Sump Installation Date Used for Piping IM (Manual) Used for Piping IM (Continuous) Fiberglass Reinforced Plastic Sump Thermoplastic, HDPE, Polyethylene Sump Metal Sump Double Walled Sump Interstitially Monitored Double Walled Sump Pipe Terminations at Dispensers		n 20 dispe	ensers							
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Associated Dispenser Components – Mark all the Dispensers 11-20 Copy and attach additional sheets if necessary for Dispenser ID Number (i.e. 1/2, 3/4, etc.) List all Tank ID Number (s) and tank compartment(s) that dispenser is associated with (e.g. 1, 2, 3 or use DEQ-issued tank #) (If compartment tank, list as 1A, 1B, 1C, etc.) Under Dispenser Containment Sump Sump Installation Date Used for Piping IM (Manual) Used for Piping IM (Continuous) Fiberglass Reinforced Plastic Sump Thermoplastic, HDPE, Polyethylene Sump Metal Sump Double Walled Sump Interstitially Monitored Double Walled Sump Pipe Terminations at Dispensers Metal Flexible Connectors Metal Swing Joints Isolated With Nonmetallic Boot		n 20 dispe	ensers							
Associated Dispenser Components – Mark all the Dispensers 11-20 Copy and attach additional sheets if necessary for Dispenser ID Number (i.e. 1/2, 3/4, etc.) List all Tank ID Number(s) and tank compartment(s) that dispenser is associated with (e.g. 1, 2, 3 or use DEQ-issued tank #) (If compartment tank, list as 1A, 1B, 1C, etc.) Under Dispenser Containment Sump Sump Installation Date Used for Piping IM (Manual) Used for Piping IM (Continuous) Fiberglass Reinforced Plastic Sump Thermoplastic, HDPE, Polyethylene Sump Metal Sump Double Walled Sump Interstitially Monitored Double Walled Sump Pipe Terminations at Dispensers Metal Flexible Connectors Metal Swing Joints Isolated Within Sump		n 20 dispe	ensers							

11. Certification by the l	DEQ-Certified	Worker for Installat	ions, Repai	irs, Renovation	s, and Upgrades	
The LDEQ-certified worker must complete After Jan. 20, 1992, a certified worker mus renovations, and upgrades.						
Check this box if a certified worker was	not required for tl	he changes noted on this	updated regi	istration form		
Certification of Installation, Repair, Renoval certify, under penalty of law, that the met developed by a nationally recognized associtudinal UST regulations (LAC 33:XI).	hods used to insta	all, repair, renovate, or u				
Certificate Number of Certified Worker	Name of 0	Certified Worker		Certified Work	er Employer	
Signature of LDEQ-Certified Worker (Owner	's signature is not	acceptable)	Date			
12. Additional LDE	Q-Certified Wo	orkers for Installatio	n, Repair, I	Renovation, an	d Upgrade	
If more than two certified workers exercise statement must be attached that lists whice each additional certified worker. Certification of Installation, Repair, Renoval Certify, under penalty of law, that the medeveloped by a nationally recognized associthe Louisiana UST regulations (LAC 33:XI). Certificate Number of Certified Worker #2 Signature of LDEQ-Certified Worker #2 (Ow	tion, Upgrade Cor hods used to insta iation or independ	r was responsible for wimpliance all, repair, renovate, or udent testing laboratory a Certified Worker #2	hich critical ju	UST system complicance with the man	es with a code of practice	
		bute				
		ead and sign after co				
Certification of trueness, accuracy, and confamiliar with the information submitted in inquiry of those individuals immediately recomplete.	Sections 1 througesponsible for obtaining	th 12 of this notification the aining the information, I	form and all a believe that t	ttached documen	ts, and that based on my rmation is true, accurate, and	
Signature of UST Owner or Authorized Em	ployee (contracto	r's signature is not accep	table)		Date Signed	
Name of person signing form (print or type		Phone Number		Official Title		
NOTE: A curren	4	Augdian fauna marrat ha kan	:	the pearest staffer	f==!!!&	

UST-REG 7 Revised Date: October 31, 2024