

**INSTRUCTIONS FOR FILLING OUT THE
UNDERGROUND STORAGE TANK FACILITY NAME CHANGE OR LESSEE/OPERATOR CHANGE**

1. The KDHE **OWNER I.D. NUMBER** and **FACILITY I.D. NUMBER** must be provide on the form.

SECTION (I) CURRENT FACILITY INFORMATION – THIS MUST BE PROVIDED

- a. Fill in the current Facility I.D. number (five digit number).
- b. Provide the current facility name/address/city/zip.
- c. Provide the facility phone number.

SECTION (II) NEW FACILITY NAME - INFORMATION

- a. Fill this out if you are wanting only to change the name of the facility.

SECTON (III) NEW OPERATOR – INFORMATION

- a. Fill this out if you are wanting only to update the operator name
- b. Provide the facility phone/operator phone

SECTION (IV) NEW LESSEE – INFORMATION – LESSEE CONTRACT MUST BE PROVIDED TO MAKE CHANGE

- a. Fill out if you are wanting only to update the lessee name
- b. Provide the facility phone/lessee phone/e-mail address

KDHE will only except and update the changes on this form if it is signed and dated.