## 24-Hour Notification of Discharge Form

### For Non-UST Releases of Petroleum in NC

This form should be completed and submitted to the UST Section’s regional office following a known or suspected release of petroleum from a source other than an underground storage tank. This form is required to be submitted within 24 hours of discovery of a known or suspected petroleum release.

#### Incident Information

- **Incident #** ___________
- **Priority Rank (H,I,L,U)** _______
- **Received (time/date)** ___________
- **Received by** ___________
- **Region** ___________
- **Reported by (circle one): Phone, Fax or Report**
  - Phone
  - Fax
  - Report

#### Suspected Contamination

- **Suspected Contamination? (Y/N)** _______
- **Confirmed GW Contamination? (Y/N)** _______
- **Confirmed Soil Contamination? (Y/N)** _______
- **Samples taken? (Y/N)** _______
- **Free product? (Y/N)** _______
  - If Yes (free product), state greatest thickness: ______feet

#### Release Information

- **Release discovered (time/date):** ___________
  - ___________

#### Incidents Description

1. **Incident Name:**
2. **Address (street number/name):**
3. **City/Town:**
4. **Zip Code:**
5. **County:**
   - Asheville
   - Mooresville
   - Fayetteville
   - Raleigh
   - Washington
   - Wilmington
   - Winston-Salem
6. **Latitude (decimal degrees):**
7. **Longitude (decimal degrees):**

#### Describe suspected or confirmed release

- **(nature of release, time/date of release, quantity of release, amount of free product):**

#### Describe initial response/abatement

- **(time/date release stopped, cleanup begun/completed, quantity of product soil removed, confirmation sampling):**

#### Describe impacted receptors

- **(location):**

#### How Release Was Discovered

- **(Release Code)**
  - Observation of Release at Occurrence
  - Visual or Olfactory Evidence
  - Soil Contamination
  - Groundwater Contamination
  - Water Supply Well Contamination
  - Surface Water Contamination
  - Other
  - Unknown

#### Source of Contamination

- **Source of Release (Check one to indicate primary source)**
  - AST (tank)
  - AST Piping/ Dispenser
  - AST Delivery Problem
  - OTR Vehicle Tank
  - OTR Bulk Transport Tank
  - RR Bulk Transport Tank
  - Transformer
  - Unknown
  - Other ___________

- **Cause of Release (Check one to indicate primary cause)**
  - Spill (Accidental)
  - Spill (Intentional)
  - Corrosion
  - Physical or Mechanical Damage
  - Equipment Failure
  - AST Overfill
  - AST Installation Problem
  - Unknown
  - Other ___________

- **Type of Release (Check one)**
  - Petroleum
  - Both Petroleum & Non-Petroleum

- **Product Type Released (Check one)**
  - Gasoline/ Diesel/ Kerosene
  - E11 – E20
  - E21 – E84
  - E85 – E99
  - Ethanol 100%
  - Diesel/Veg. Oil Blend
  - Vegetable Oil 100%
  - Heating Oil
  - Waste Oil
  - Mineral Oil-no PCBs
  - Mineral Oil-PCBs
  - Other Petroleum Products

#### Ownership

- **1. Municipal**
- **2. Military**
- **3. Unknown**
- **4. Private**
- **5. Federal**
- **6. County**
- **7. State**

#### Operation Type

- **1. Public Service**
- **2. Agricultural**
- **3. Residential**
- **4. Education/Relig.**
- **5. Industrial**
- **6. Commercial**
- **7. Mining**

Definitions presented on reverse
## IMPACT ON DRINKING WATER SUPPLIES

**Water Supply Wells Affected?**  
1. Yes  
2. No  
3. Unknown  

**Number of Water Supply Wells Affected ______**

**List of Water Supply Wells Contaminated:**  
(Include Users Names, Addresses and Phone Numbers. Attach additional sheet if necessary)

1.  
2.  
3.  

## PARTY RESPONSIBLE FOR RELEASE

(if the source of the release is not an AST system or if it is an AST system and there is a responsible party other than the AST system owner/operator)

<table>
<thead>
<tr>
<th>Name of Person/Company</th>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
<th>Telephone Number</th>
</tr>
</thead>
</table>

## AST SYSTEM OWNER

(if the source of the release is an AST system)

<table>
<thead>
<tr>
<th>AST Owner/Company</th>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
<th>Telephone Number</th>
</tr>
</thead>
</table>

## AST SYSTEM OPERATOR

(if the source of the release is an AST system)

<table>
<thead>
<tr>
<th>UST Operator/Company</th>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
<th>Telephone Number</th>
</tr>
</thead>
</table>

## LANDOWNER AT LOCATION OF INCIDENT

<table>
<thead>
<tr>
<th>Landowner</th>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
<th>Telephone Number</th>
</tr>
</thead>
</table>

## Draw Sketch of Area or Provide Map

(showing incident site, location of release, two major road intersections, potential receptors)

*Attach sketch or map to form.*

## Give Directions to Incident Site

*Attach directions to form if necessary.*

<table>
<thead>
<tr>
<th>Person Reporting Incident</th>
<th>Company</th>
<th>Telephone Number</th>
<th>Title</th>
<th>Address</th>
<th>Date</th>
</tr>
</thead>
</table>

## Definitions of Sources

- **AST (Tank):** means the tank is used to store product  
- **AST Piping:** means the piping and connectors running from the tank to the dispenser or other end-use equipment  
- **AST Dispenser:** includes the dispenser and the equipment used to connect the dispenser to the piping  
- **AST Delivery Problem:** identifies releases that occurred during product delivery to the tank.  
- **OTR Vehicle Tank:** means the tank is used to store product to fuel an over the road vehicle  
- **OTR Bulk Transport Tank:** means a tank that is used to transport product in bulk over the road (by truck)  
- **RR :bulk Transport Tank:** means a tank that is used to transport product in bulk by train  
- **Transformer:** means electrical transformer  
- **Other:** serves as the option to use when the release source is known but does not fit into one of the preceding categories  
- **Unknown:** identifies releases for which the source has not been determined

## Definitions of Causes

- **Spill (Accidental):** use this cause when a spill occurs accidentally (e.g., when the delivery hose is disconnected from a fill pipe)  
- **Spill (Intentional):** use this cause when a spill occurs intentionally (e.g., intentional dumping or breakage)  
- **Corrosion:** use when a metal tank, piping, or other component has a release due to corrosion  
- **Physical or Mechanical Damage:** use for all types of physical or mechanical damage, except corrosion  
- **Equipment failure:** use when a release occurs due to equipment failure other than corrosion or physical or mechanical damage  
- **AST Overfill:** use when an overfill occurs (e.g., overfills may occur from the fill pipe at the tank or when the nozzle fails to shut off at the dispenser)  
- **AST Installation Problem:** use when the problem is determined to have occurred specifically because the AST system was not installed properly  
- **Other:** use this option when the cause is known but does not fit into one of the preceding categories  
- **Unknown:** use when the cause has not been determined

## Guidance: Ownership and Operator Type

**Ownership** select the category which describes owner of the AST system, bulk transport tank, or other release source  
**Operator Type** select the category which describes the operation in which owner uses the AST system, bulk transport tank, or other release source