

**Underground Storage Tank Cleanup Fund
REQUEST TO REOPEN A CLOSED UST CLEANUP FUND CLAIM**

A	Claim No.: _____ Claimant Name: _____	
	Claimant Mailing Address: _____	
	Claimant Phone: _____	Claimant Fax: _____ Claimant E-mail: _____
	Contaminated Site Address: _____	
B	What type of costs are you seeking? (Check all that apply) <ul style="list-style-type: none"> 1) <input type="checkbox"/> Old corrective action incurred before the claim closure and not previously submitted to the Fund. (Must submit invoices.) 2) <input type="checkbox"/> New corrective action costs claimant incurred after the claim closure. (Complete section D.) 3) <input type="checkbox"/> Third party costs not previously submitted to the Fund. (Please attach court-approved settlement and any other supporting documents.) 4) <input type="checkbox"/> Costs incurred by a new property owner because of the discovery of additional contamination from a previous release that was the subject of an earlier and completed corrective action. (See H&SC section 25299.57(k)(1)) (Complete sections C and D.) 	
C	Complete this section if you checked No. 4 in section B.	
	New Property Owner Name: _____	
	New Property Owner's Mailing Address: _____	
New Property Owner's Phone: _____		New Property Owner's Fax: _____ New Property Owner's E-mail: _____
D	Complete this section if you checked No. 2 or 4 in section B.	
	1 Was this site the subject of an earlier completed corrective action? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what was the date of the site closure? (Please attach the site closure letter from the applicable regulatory agency if it is not available on GeoTracker.)	
	2 Has a regulatory agency (e.g., regional board or local oversight program) contacted you about the site after closure? Yes (Please upload documents from regulatory agency to GeoTracker.) No	
	3 If a regulatory agency has inspected the site after closure, was it concluded that additional work is needed? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, was the additional work needed because of the discovery of additional contamination from a previous release that was the subject of the claim that you are requesting the UST Cleanup Fund reopen? Yes (Please upload supporting documents/reports to GeoTracker.) No	
E	Claimant or New Property Owner Certification: I, the undersigned, certify under penalty of perjury that I am the claimant for the above-mentioned claim or the current property owner of the property that was the subject of the above-mentioned claim, and that all statements, answers, and supplementary attachments made in this request form are true and correct to the best of my knowledge.	
	_____	_____
	Print Claimant or New Property Owner Name	Signature and Date
_____	_____	
Print Joint Claimant or New Property Owner Name	Signature and Date	

For Internal Purposes Only

Revised (04/15)

- | | | |
|-----------------------------------|--------------|--|
| <input type="checkbox"/> Approved | Referred to: | <input type="checkbox"/> Settlements |
| <input type="checkbox"/> Denied | | <input type="checkbox"/> Claims Review |
| | | <input type="checkbox"/> Tech Review |

State Water Resources Control Board
Underground Storage Tank Cleanup Fund
REQUEST TO REOPEN A UST CLEANUP FUND CLAIM

To process your request to reopen a claim, you will need to satisfy the following requirements:

- 1) The total eligible costs previously reimbursed have not exceeded \$1.5 million, less the deductible, for the occurrence for the subject claim. **(Note: If you are requesting third party costs, the total eligible costs previously reimbursed cannot have exceeded \$1 million, less the deductible, for the occurrence for the subject claim).**
- 2) The directives from the regulatory agency are based on the occurrence for the subject claim. (Should be uploaded into GeoTracker)
- 3) Non-recovery from Other Sources Disclosure Certification. **(Wet signature required)**
- 4) Conditions of Payment Certification. **(Wet signature required)**
- 5) Claimant Contact Information Form. **(Wet signature required)**
 - The above documents need to be uploaded into GeoTracker as well as mailing original wet signatures to address below.
(All forms can be found at [the Waterboard website.](#))
 - Instructions on uploading CUF Documents into GeoTracker can be found on the program website.
- 6) Reimbursement Request Form (the RR Form, **for which a Wet signature is required**). However, you must request the RR Form from the Fund.
You can request the RR Form by sending an email to: USTCleanupFund@waterboards.ca.gov

The RR Form and all required forms need to be uploaded into GeoTracker as well as mailing required original wet signatures forms to address below:

Mail all original wet signature forms to:

State Water Resources Control Board
Underground Storage Tank Cleanup Fund
1001 I Street, 17th Floor
Sacramento, CA 95814

- Instructions on uploading CUF Invoice Submittals into GeoTracker
(Note: Instructions on linking the CUF Documents and CUF Invoice are located on page 13)
[of the Electronic Invoicing User Guide.](#)

The claim cannot be reopened for a new occurrence and the Fund cannot reimburse costs that have been previously reimbursed.

- **Section A (Claimant Information)** – Provide the claim number, claimant's name, mailing address, phone number, fax number, e-mail address, and the contaminated site address. **(Please list the claimant's name exactly as it was listed on the claim when it was closed by the Fund.)**
- **Section B (Reopening a Claim)** – Check all boxes that apply to the costs you are seeking.
- **Section C (New Property Owner Information)** – Complete this section if you checked No. 4 in section B. Provide the new property owner's name, mailing address, phone number, fax number, and e-mail address.
- **Section D (Questionnaire)** – Complete this section if you checked No. 2 or No. 4 in section B. All questions must be answered; failure to answer the questions may result in your request being rejected. Thorough responses to these questions will allow us to determine if the site can be reopened so that we can provide you with an effective and timely response. Attach additional paper, if needed.
- **Section E (Claimant or New Property Owner Certification)** – All claimants, including any joint claimants, or the new property owners must sign and date the Request to Reopen a UST Cleanup Fund Form. Use additional copies of the form if necessary.