**Department of Energy & Environmental Protection**

**Bureau of Water Protection and Land Reuse  
Remediation Division**

79 Elm St., Hartford, CT 06106-5127

[www.ct.gov/deep/remediation](http://www.ct.gov/deep/remediation)

**Transfer of Establishment**

**Form II *(Business ONLY)***

Use this form when transferring an establishment that **leases** property

**and has no ownership interest in the real estate**.

All sections of this form must be completed. Do not leave any portions blank.

(DEEP use only)

RLI #:

REM #:

Commissioner's approval or a Licensed Environmental

Professional (LEP) verification **must** be attached to this form.

**Section A: General Establishment Information**

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| 1. **EPA (RCRA) ID No**.: **CT**  2. **Type of Transfer** (business, assets, etc.):  3. **Identification of Establishment** (give name of business which exists/existed on-site)  Establishment Name:  Location:  City/Town:  State: **CT** Zip Code: -  Phone: -- ext.  e-mail\*:  Contact Person:  Title:  ***DATE OF TRANSFER***: //**20**  ***From Transferor*:**  ***To Transferee*:**  4. **Transferor**  Name:  Legal Mailing Address:  City/Town:  State:  Zip Code: -  Phone: -- ext.  Contact Person:  Title:  e-mail\*:  5. **Property Owner** (as it appears in land records)  Name:  Legal Mailing Address:  City/Town:  State:  Zip Code: -  Phone: -- ext.  Contact Person:  Title:  e-mail\*:  6. ***A map of the property location must be submitted with this form.*** |

**Section B: Documentation of Remediation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Documentation: | | | A Commissioner’s Approval or LEP Verification must be submitted with this form. | |
| CHECK ONE THAT APPLIES:  Remediation Required  The Commissioner has approved in writing that the parcel has been investigated and any pollution caused by a discharge, spillage, uncontrolled loss, seepage or filtration of hazardous waste or a hazardous substance which has occurred from the business establishment has been remediated in accordance with the remediation standards (RCSA Sections 22a-133k-1 through 22a-133k-3).  An LEP has verified that an investigation of the parcel has been performed in accordance with prevailing standards and guidelines, and any pollution caused by a discharge, spillage, uncontrolled loss, seepage or filtration of hazardous waste or a hazardous substance which has occurred from the business establishment has been remediated in accordance with the remediation standards.  Remediation Not Required  The Commissioner has approved in writing that the parcel has been investigated, and that no remediation of the business establishment is necessary to achieve compliance with the remediation standards.  An LEP has verified that an investigation of the parcel has been performed in accordance with prevailing standards and guidelines, and that no remediation of the business establishment is necessary to achieve compliance with the remediation standards.  Additional Documentation of No Release Subsequent to a Commissioner Approval or LEP Verification:  Since any such Commissioner Approval or LEP Verification indicated above, no discharge, spillage, uncontrolled loss, seepage or filtration of a hazardous waste or a hazardous substance has occurred from the business establishment.  Documentation that demonstrates that there has been no release of hazardous waste or hazardous substance from the business establishment since the date of the Commissioner Approval or LEP Verification is listed below and must be attached. | | | | |
|  |  | Phase I Environmental Site Assessment | | Dated: |
|  |  | Phase II Environmental Site Investigation | | Dated: |
|  |  | Other: | | |

**Section C: Transferor Certification** (This section must be completed by transferor, signed and notarized)

|  |  |  |
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| Description in Property Deed:  Recorded on page  of volume , of the Town of  land records, as lot , block  on map  in the Tax Assessor's Office.  “I hereby certify that, based upon an investigation of the parcel in accordance with prevailing standards and guidelines, any pollution caused by a discharge, spillage, uncontrolled loss, seepage, or filtration of hazardous waste or a hazardous substance which has occurred from the business operation has been remediated in accordance with the remediation standards and that the remediation has been approved in writing by the Commissioner or has been verified by a LEP to have been performed in accordance with the Remediation Standard Regulations or the Commissioner of DEEP has determined, or an LEP has verified, that no remediation of pollution caused by the business operation is necessary to achieve compliance with the Remediation Standard Regulations."  "I have personally examined and am familiar with the information submitted in this document, and all attachments thereto, including inquiry of those individuals immediately responsible for obtaining such information, and certify that the submitted information is true, accurate and complete, to the best of my knowledge and belief. I am aware that if I knowingly submit false information or fail to comply with the provisions of CGS Sections 22a-134 to 22a-134e, I may be subject to damages and penalties pursuant to CGS Sections 22a-134(b and d) and an enforcement action pursuant to CGS Section 22a-134a(j). I further certify that I submitted this Form II to the Transferee prior to the transfer of establishment."  "This Form II is complete and accurate as prescribed by the Commissioner without alteration of the text.”  ***This must be signed by an individual(s), if in such capacity; a responsible corporate officer; partner in a partnership; member of a LLC, as applicable.*** | | |
|  |  | |
| *Authorized Signature(s) for Transferor* |
| Name of person signing (print or type) | | Title (if applicable) |
| Transferor:  Legal Mailing Address:  City/Town:  State:  Zip Code: -  Phone: -- ext.  e-mail\*:  **Forwarding Address After the Transfer, if different from above:**  Address:  City/Town:  State:  Zip Code: -  Phone: -- ext.  e-mail\*:  STATE OF  }  } SS.  COUNTY OF  } *(Town)*  The foregoing was subscribed to and sworn to before me this  day of  , 20 ,  by .  *(Name of Signatory, Title and Company, if applicable)*  who personally appeared, and that person, as such, satisfactorily proven to be authorized to do so, as Transferor, executed the foregoing instrument for the purposes therein contained. | | |
|  | Name of Notary/Commissioner of Superior Court  (print or type) | |
| *Signature* *of Notary/Commissioner of Superior Court*  My commission expires //**.** |

**Section D: Transferee Information** (This pertains to the transferee and ***must be completed,*** signed and notarized)

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| This document was received by me on // as the Transferee.  ***This must be signed by an individual(s), if in such capacity; a responsible corporate officer; partner in a partnership; member of a LLC, as applicable.*** | | | |
|  | |  | |
| *Authorized Signature(s) for Transferee* | |
| Name of person signing (print or type) | | | Title (if applicable) |
| Transferee:  LegalMailing Address:  City/Town:  State:  Zip Code: -  Phone: -- ext.  e-mail\*:  STATE OF  }  } SS.  COUNTY OF  } *(Town)*  The foregoing was subscribed to and sworn to before me this  day of  , 20 ,  by .  *(Name of Signatory, Title and Company, if applicable)*  who personally appeared, and that person, as such, satisfactorily proven to be authorized to do so, as Transferee, executed the foregoing instrument for the purposes therein contained. | | | |
|  | Name of Notary/Commissioner of Superior Court  (print or type) | | |
| *Signature* *of Notary/Commissioner of Superior Court*  My commission expires //**.** |

\* By providing this email address, you are agreeing to receive official correspondence from DEEP regarding the subject form at that email address.

Within 10 days of the transfer the [Property Transfer Fee Payment Form](https://portal.ct.gov/-/media/DEEP/site_clean_up/property_transfer_program/PTPfeeformdoc.doc)  and fee must be mailed or delivered to:

CENTRAL PERMIT PROCESSING UNIT, 1st FLOOR

DEPARTMENT OF ENERGY & ENVIRONMENTAL PROTECTION

79 ELM STREET

HARTFORD, CT 06106-5127

No later than 10 calendar days after the transfer, upload to the [SFT website](https://sft.ct.gov/) the property transfer form and attachments in the following order:

The [Electronic Document Transmittal Form](https://portal.ct.gov/-/media/DEEP/site_clean_up/sites/ElectronicDocumentTransmittalFormdocx.docx)

The Form II with a copy of the PTP Fee Form and a copy of the Assessor’s map

Form II Verification Form and Verification Report or previously issued Commissioner’s Approval