



**Underground Storage Tank  
(UST)  
A.R.S. 49-1022 and Off-Site  
Access Documentation Form**

Complete and submit this form to ADEQ if access is requested by the responsible party to conduct site characterization or corrective actions on an off-site property. This documents the off-site access requests in accordance with the [Arizona Revised Statutes 49-1022](#).

Date Form Completed \_\_\_\_\_(mm/dd/yyyy)

Person Completing the Form: \_\_\_\_\_

Role of Person Completing the Form to UST owner, operator, Responsible Party:

\_\_\_\_\_

Facility ID: \_\_\_\_\_ Leaking UST number: \_\_\_\_\_

Facility Name: \_\_\_\_\_

Facility Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_ Zip Code: \_\_\_\_\_ County: \_\_\_\_\_

ADEQ Community Liaison Name: \_\_\_\_\_

ADEQ Community Liaison contact information (email or phone): \_\_\_\_\_

Contaminants of concern (be as detailed as possible):

\_\_\_\_\_  
\_\_\_\_\_

Has Groundwater been impacted? \_\_\_\_\_

Groundwater flow direction: \_\_\_\_\_

Checklist for compiling documentation regarding the A.R.S. 49-1022 process for obtaining off-site property access:

Facility owner and adjacent property owners identified in table on Page 3.

Facility owner and adjacent property owners contacted via compliance documentation. Responsible Party has sent **at least two written requests to allow access** and verification the property owner received the written requests (included in attachments - see Page 4); written requests may include the ADEQ educational materials to the public regarding requested site access for corrective action.

Facility owner and adjacent property owner reasonable compensation offered (included in attachments - see Page 4). Reasonable compensation may be reimbursed if the facility is conducting the corrective actions under the State Lead or Preapproval Programs.

Evidence contamination is likely to spread or increase in severity if access to property not obtained.

Request ADEQ to issue a notice providing the proposed corrective action to the property owner (by indicating "yes" in last column of table on Page 3).

Additional information that may be attached with this form includes additional supplemental documentation for request off-site access (including failed attempts), signed access agreements, etc. (see Page 5).

Please submit the form electronically, either included with an Other Informational Report, Site Characterization Report, Periodic Site Status Report or as a standalone document, to the Site's Corrective Action Project Manager's email and [USTCAS@azdeq.gov](mailto:USTCAS@azdeq.gov).

Complete table by providing requested information, should additional properties need to be added due to plume migration or additional properties located adjacent to the facility. Submit updates to this table if the facility or adjacent property ownership or use change.

Direction from Facility	Property Address	Property Use	Property Owner	Property Owner Mailing Address (if different from property)	Property owner additional contact (email/phone)	Property owner has been contacted regarding site access, including reasonable compensation offer and documented receipt of request (Yes, with attachments/ No)	ADEQ involvement requested? (Yes/No)
Facility							
North							
East							
South							
West							

**Attachments: Documents pertaining to A.R.S. 49-1022  
(add documents to this section)**

These are documents ADEQ recognizes as compliance documentation and will be taken into consideration for ADEQ-requested assistance in gaining site access.

These include: letters with certified mail returns, proof of reasonable compensation offer, and emails with a response from the property owner including email read receipts.

**Attachments: Supplemental documents regarding off-site access  
(add documents to this section)**

These may include, but are not limited to: Phone conversation summaries, email correspondence, and signed access agreements.