# Sample Budget & Billing Forms

## General Forms

(Included with each Budget or Billing Package as applicable)

#### BUDGET AND BILLING FORM FOR LEAKING UNDERGROUND STORAGE TANKS SITES

| SITE INFORMATION                        |  |   |
|---|--|---|
| Site Name:                              |  |   |
| Site Address:                           | City:  |   |
| Zip:                                    |  |   |
| County:                                 | IEPA Generator No.:  |   |
| IEMA Incident No.:                      | IEMA Notification Date:  | *************************************** |
| Date this form was Prepared:            |  |   |
| This form is being submitted as a:      |  |   |
|   | Budget Proposal  |   |
| *************************************** | Budget Amendment (Budget Amendments must include or over the previous budget.) | nly the cost                            |
|   | Amendment Number:  |   |
|   | Billing Package for costs incurred   |   |
|   | Name(s) of report(s) documenting the costs requested:                          |   |
|   | Date(s):   |   |
| EXPIDITED                               | NON-EXPEDITED  |   |
| This form is being submitted for th     | e Site Activities indicated below (check one):                                 | Site Investigation                      |
| Early Action                            | Site Classification  | Stage 1                                 |
| Low Priority Corrective                 | Action High Priority Corrective Action   | Stage 2                                 |
| Other (indicate activitie               | es)  | Stage 3                                 |

DO NOT SUBMIT "NEW PROGRAM" COSTS AND "OLD PROGRAM" COST AT THE SAME TIME, ON THE SAME FORMS.

A-1

This form must be submitted in duplicate.

The Agency is authorized to require this informtaion under 415 ILCS 5/1. Disclosure of this information is required. Failure to do so may result in the delay or denial of any budget or payment request hereunder.

|   |  |  |                                   | Incident #  |   |
|---|--|--|-----------------------------------|---|---|
| If eligible for reimburse of USTs may be eligible                       | ement, where should reit<br>e for reimbursement. T   | mbursement che<br>herefore, payme                | cks be sent? Pl<br>nt can only be | ease note that only own<br>made to an owner or ope  | ers or operators<br>erator              |
| Pay to the order of:  |  | ·····  |                                   |   |   |
| Send in care of:  |  |  |                                   |   |   |
| Address:  |  |  |                                   |   |   |
| City:   |  |  |                                   | Zip:  |   |
| Number of Petroleum<br>parent or joint stock c<br>joint stock company o | ompany of the owner  | or operator; ar                                  | operated by the                   | e owner or operator; a<br>ly owned by any paren   | ny subsidiary,<br>t, subsidiary or      |
| Fewer than  | n 101:   | 101 or r   | nore:                             |   |   |
| Number of USTs at the been removed)                                     | site: (1   | Number of USTs                                   | s includes USTs                   | s presently at the site and   | l USTs that have                        |
| Number of incidents rep   | ported to IEMA:  | <del>*************************************</del> |                                   |   |   |
| Incident Numbers assig  | ned to the site due to re  | leases from US                                   | Гs:                               |   |   |
|   |  |  |                                   |   |   |
| Please list all tanks whi   | ch have ever been locat  | ed at the site an                                | d are presently                   | located at the site.  |   |
| Product Stored  | Size<br>(gallons)  | Did I<br>have a r                                |                                   | Incident No.  | Type of<br>Release                      |
|   |  | Yes  | No                                |   |   |
|   |  | Yes  | No                                |   | •                                       |
|   |  | Yes  | No                                |   |   |
|   |  | Yes  | No                                |   |   |
|   |  | Yes  | No                                |   |   |
|   |  | Yes  | No                                |   |   |
|   |  | Yes  | No                                |   | *************************************** |
|   |  | Yes  | No                                | \$\tag{\text{property} \text{property} pr | *************************************** |
|   | CONTRACTOR  | Yes  | No                                |   |   |
|   |  | Yes  | No                                |   |   |
| 24 - A - A - A - A - A - A - A - A - A -                                | And the second s | Ves  | No                                |   |   |

Incident#

| HANDLING CHARGES  |  |  |                      |
|---|--|--|----------------------|
| Handling Charges are eligible for payment on su<br>equal to or less than the amounts determined by  | bcontractor bill<br>the following ta   | lings and/or field purcha  | ses only if they are |
| Subcontractor or Field <b>Purchase Cost</b> \$1 - \$5,000 \$5,001 - \$15,000 \$15,001 - \$50,000 \$50,001 - \$100,000 \$100,001 - \$1,000,000 | Percentage of 12% \$600 + 10% of \$1,600 + 8% of \$4,400 + 5% of \$4,4 | f amt. over \$5,000<br>f amt. over \$5,000<br>of amt. over \$50,000<br>f amt. over \$100,000 |                      |
| Subcontractor Name or Field Purchase  |  | ection in these<br>Forms where<br>Cost is Listed   | Subcontract Amount   |
|   |  |  |                      |
|   |  |  |                      |
|   |  |  |                      |
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|   |  |  |                      |
|   |  |  |                      |
|   |  |  |                      |
|   |  |  |                      |
|   |  | Total Subcontractor and Filed Purchases:   | \$ -                 |

Handling

HANDLING CHARGES: \$ -

# ELECTRONIC FILING, RECEIVED, CLERK'S OFFICE, SEPTEMBER 23, 2005 \* \* \* U.S.I. - (PC #68) \* \* \* Illinois Environmental Protection Agency

#### Owner/Operator and Professional Engineer Budget Certification Form for Leaking Underground Storage Tanks Sites

In accordance with 415 ILCS 5/5.7, if an owner or operator intends to seek payment from the UST Fund, an owner or operator must submit to the Agency, for the Agency's approval or modification, a budget which includes an accounting of all costs associated with the implementation of the investigative, monitoring and/or corrective action plans.

I hereby certify that I intend to seek payment from the UST FUND for performing

| activit LUST site. I further certify that the costs set forth in the and accurate to the best of my knowledge and belief. I not for corrective action in excess of the minimum requincluded in this budget which are not described in the cineligible for payment from the Fund pursuant to 35 Illincluded in the budget proposal or amendment. Such in | is budget are necessary activities an also certify that the costs included i tirements of 415 ILCS 5/57 and no corrective action plan. I further certification Administrative Code Section 7 | n this budget are costs are fy that costs 732.606 are not |
|---|--|---|
| Costs associated with ineligible tanks. Costs associated with site restoration (e.g., pum Costs associated with utility replacement (e.g. see Costs incurred prior to IEMA notification. Costs associated with planned tank pulls. Legal defense costs. Costs incurred prior to July 28, 1989. Costs associated with installation of new USTs           | ewers, electrical, telephone, etc.).   |   |
| Owner/Operator:   | Title:   | MM4   |
| Signature:  | Date   | e:  |
| Subscribed and sworn to before me the (Budget Proposals and Budget Amendments must be no  | day ofday of   | med.) ,   |
| (Notary Public)   | Seal:  |   |
| (Notary Public)   |  |   |
| P.E.:   | Seal:  |   |
| P.E. Signature:   | Date:  |   |
| Subscribed and sworn to before me the (Budget Proposals and Budget Amendments must be no  | day of   | , <u>2001</u> .   |
|   | Seal:  |   |
| (Notary Public)   |  |   |

The Agency is authorized to require this information under 415 ILCS 5/1. Disclosure of this information is required. Failure to do so may result in the delay or denial of any budget or payment requested hereunder. This form has been approved by the Forms Management Center

IL 532-2273 LPC 495 Feb-99

# ELECTRONIC FILING, RECEIVED, CLERK'S OFFICE, SEPTEMBER 23, 2005 \* \* \* U.S.I. - (PC #68) \* \* \* Illinois Environmental Protection Agency

#### Owner/Operator and Professional Engineer Billing Certification Form for Leaking Underground Storage Tanks Sites

| activities at to  | LUST sitefor the billing period of   |
|---|--|
| I further certify that the costs included in this billing are not requirements of 415 ILCS 5/57. I further certify that costs to 35 Illinois Administrative Code Section 732.606 are not ineligible costs include but are not limited to:   | neligible for payment form the Fund pursuant   |
| Costs associated with ineligible tanks. Costs associated with site restoration (e.g., pump islences associated with utility replacement (e.g. sewer Costs incurred prior to IEMA notification. Costs associated with planned tank pulls. Legal defense costs. Costs incurred prior to July 28, 1989. Costs associated with installation of new USTs or the I further certify that this billing and all attachments thereto with the costs associated with installation of new USTs or the I further certify that this billing and all attachments thereto with the cost of the costs associated with installation of new USTs or the I further certify that this billing and all attachments thereto with the costs associated with installation of new USTs or the I further certify that this billing and all attachments thereto with the costs associated with the costs associated with installation of new USTs or the I further certify that this billing and all attachments thereto with the costs associated with the costs associated with the costs associated with installation of new USTs or the I further certify that this billing and all attachments thereto with the costs associated with the costs associated with the costs associated with the costs as a cost as a cost and the costs as a cost as | s, electrical, telephone, etc.). e repair of existing USTs.  |
| accordance with a system designed to assure that qualified prinformation submitted therein. I affirm that the information accurate and complete and the costs for remediating said LU affirmation is made under penalty of perjury as defined in S Rev. Stat. 1991, ch.38, par.32.2. I am aware the there are significantly including the possibility of fine and imprisonment for know   | personnel properly gathered and evaluated the is, to the best of my knowledge and belief, true, UST site are correct and reasonable. Such ection 32.2 of the Criminal Code of 1961, Ill. gnificant penalties for submitting false information, |
| Owner/Operator:   | Title:   |
| Signature:  | Date:  |
|   |  |
| Subscribed and sworn to before me the (Budget Proposals and Budget Amendments must be notari  | day of  zed when the certification is signed.)   |
|   |  |
| (Budget Proposals and Budget Amendments must be notari  | zed when the certification is signed.)   |
| (Budget Proposals and Budget Amendments must be notari<br>(Notary Public)   | zed when the certification is signed.)  Seal:  |
| (Budget Proposals and Budget Amendments must be notari  | Seal:  Seal:  Date:  |

The Agency is authorized to require this information under 415 ILCS 5/1. Disclosure of this information is required. Failure to do so may result in the delay or denial of any budget or payment requested hereunder. This form has been approved by the Forms Management Center

# Phase Summary Sheets

(Includes the Standard task list for each phase and is to be used to summarize the costs either proposed or incurred)

Incident #

|                  |                  | ····   | *************************************** | aremaa'ii                               |
|------------------|------------------|--|---|---|
| ARLY ACT         | ION              |  | TOTA                                    | L                                       |
| 734.210(a,b)     | 732.202(a,b)     | Initial Response & Abatement   | \$                                      |   |
| 734.210(c,d,e,g) | 732.202(c,d,e,g) | 20 & 45 Day Reporting  | \$                                      |   |
| 734.210(f)1      | 732.202(f)1      | Tank Removal   | \$                                      |   |
| 734.210(f)2      | 732.202(f)2      | Tank Abandonment   | \$                                      | • |
| 734.210(f)3      | 732.202(f)3      | EA ETD&B   | \$                                      |   |
| 734.210(f)4      | 732.202(f)2      | Ex-situ Treatment  | \$                                      |   |
| 734.210(h)       | 732.202(h)       | Collect & Analyze Soil Samples                                       | \$                                      |   |
| 734.210(h)(3)    | 732.202(h)(3)    | Prepare & Submit report for EA Closure, if Tier 1 Objectives are met | \$                                      |   |
| 734.215(a)(1)    | 732.203(a)(1)    | Perform 45 day Free Product Removal                                  | \$                                      |   |
| 734.215(a)(4)    | 732.203(a)(4)    | Prepare & Submit 45 day Free Product Removal Report                  | \$                                      |   |
| Non-Phase Sj     | pecific Task(s)  | Completed during EARLY ACTION  |   |   |
| 734.605          | 732.601          | Prepare & Submit Application for Payment                             | \$                                      |   |
| 734.350          | 723.411          | Negotiate Off-Site Access  | \$                                      | ******                                  |
|                  |                  | Subtotal EARLY ACTION  | \$                                      | ,                                       |
|                  |                  | Handling Charges   | \$                                      |   |
|                  |                  | Total EARLY ACTION   | \$                                      |   |
|                  |                  |  |   |   |

| Post 45day FREE PRODUCT REMOVAL  | WINDS       | ested for<br>proval | ested for<br>proval |
|--|-------------|---------------------|---------------------|
| 734.215(c) 732.203(c) Prepare & Submit Post 45 day Free Product Removal Plan   | \$          | Las.                | \$<br>-             |
| 734.215(d) 732.203(d) Prepare & Submit Post 45 day Free Product Removal Budget | \$          | <del>-</del>        | \$<br><u></u>       |
| 734.215(e) 732.203(e) Perform Free Product Removal                             | \$          | _                   | \$<br>*             |
| 734.215(g)1 732.203(g)1 Prepare & Submit Plan Amendments as Necessary          | \$          | -                   | \$<br>±             |
| 734.215(g)2 732.203(g)2 Prepare & Submit Budget Amendments as Necessary        | \$          | <u>u.</u>           | \$<br>              |
| Subtotal Post 45day FREE PRODUCT REMOVAL                                       | · <u>\$</u> | **                  | \$<br>              |
| Handling Charges   | \$          | **                  | \$<br>***           |
| Total Post 45day FREE PRODUCT REMOVAL  | \$          | -                   | \$<br>**            |

| Stage 1  |   |                   |             |                            |   |
|--|---|-------------------|-------------|----------------------------|---|
| 734.315(t  | ) Prepare & Submit Work Plan (Stage 1)  | \$                | A.          | \$                         |   |
| 734.310(t  | Prepare & Submit SI Budget  | \$                |             | \$                         | *************************************** |
| 734.315(a  | ) Perform Stage 1 Investigation   | \$                | <u> </u>    | \$                         |   |
| Stage 2  |   |                   |             |                            |   |
| 734.320(b  | ) Prepare & Submit Work Plan (Stage 2)  | \$                | :<br>**     | \$                         |   |
| 734.310(t  | ) Prepare & Submit SI Budget  | \$                | <u>~</u>    | \$                         |   |
| 734.320(a  | ) Perform Stage 2 Investigation   | \$                | <u>-</u>    | \$                         |   |
| Stage 3  |   |                   |             |                            |   |
| 325(b)   | Prepare & Submit Work Plan (Stage 3)  | \$                | -           | \$                         |   |
|  |   |                   |             |                            |   |
| 734.310(b  | Prepare & Submit SI Budget  | \$                |             | \$                         |   |
|  | Prepare & Submit SI Budget     Perform Stage 2 Investigation  | \$                | _           | \$<br>\$                   |   |
| 734.325(a  | ) Perform Stage 2 Investigation   |                   | -<br>-<br>N |                            |   |
| 734.325(a  |   |                   |             |                            |   |
| 734.325(a  | Perform Stage 2 Investigation Specific Task(s) Completed during SITE INVESTIGE  | \$<br>GATTO       | N -         | \$                         |   |
| 734.325(a  | Perform Stage 2 Investigation  Specific Task(s) Completed during SITE INVESTION  Prepare & Submit SC/SI Plan Amendments as Necessary  | \$ GATIO          | N -         | \$<br>\$                   |   |
| 734.325(a<br>Non-Stage<br>310(d)1<br>310(d)2                       | Prepare & Submit SC/SI Budget Amendments as Necessary  Prepare & Submit SC/SI Budget Amendments as Necessary  | \$ GATIO \$ \$    | N 5         | \$<br>\$<br>\$             |   |
| 734.325(a<br>Non-Stage<br>310(d)1<br>310(d)2<br>734.330            | Prepare & Submit SC/SI Budget Amendments as Necessary  Prepare and Submit Completion Report   | \$ GATIO \$ \$ \$ | N -         | \$<br>\$<br>\$             |   |
| 734.325(a<br>Non-Stage<br>310(d)1<br>310(d)2<br>734.330<br>734.605 | Prepare & Submit SC/SI Budget Amendments as Necessary  Prepare and Submit Completion Report  Prepare & Submit Application for Payment   | \$ \$ \$ \$ \$ \$ | N -         | \$<br>\$<br>\$<br>\$       |   |
| 734.325(a<br>Non-Stage<br>310(d)1<br>310(d)2<br>734.330<br>734.605 | Prepare & Submit SC/SI Budget Amendments as Necessary  Prepare and Submit Completion Report  Prepare & Submit Application for Payment   | \$ \$ \$ \$ \$ \$ | N -         | \$<br>\$<br>\$<br>\$       |   |
| 734.325(a<br>Non-Stage<br>310(d)1<br>310(d)2<br>734.330<br>734.605 | Prepare & Submit SC/SI Plan Amendments as Necessary  Prepare & Submit SC/SI Budget Amendments as Necessary  Prepare and Submit Completion Report  Prepare & Submit Application for Payment  Negotiate Off-Site Access | \$ \$ \$ \$ \$ \$ |             | \$<br>\$<br>\$<br>\$<br>\$ |   |

| ITE CLASSIFICATION  | Previ<br>Appr |          | tequested for<br>Approval               |
|---|---------------|----------|---|
| Method 1 and Method 2   |               |          |   |
| 732.305 (a) Prepare & Submit A Method 1 or Method 2 Site Classification Work Plan               | \$            | - \$     | -                                       |
| 732.305 (b) Prepare & Submit A Method 1 or Method 2 Site Classification Work Plan Budget        | \$            | - \$     | <b></b>                                 |
| 732.305 (e) Prepare & Submit Method 1 or Method 2 Amended SCWPs as Necessary                    | \$            | - \$     | _                                       |
| 732.305 (e): Prepare & Submit Method 1 or Method 2 Amended SCWP Budgets as Necessary            | \$            | - \$     | _                                       |
| 732.309 Prepare & Submit A Method 1 or Method 2 Site Classification Completion Report           | \$            | - \$     | *                                       |
| Exposure Pathway Exclusion  |               |          |   |
| 732.312(b) Prepare & Submit Site Classification Work Plan (Classifying Under 732.312)           | \$            | - \$     | -                                       |
| 732.312(e) Prepare & Submit Site Classification Work Plan Budget (Classifying Under 732.312)    | \$            | - \$     | -                                       |
| 732.312(k)1 Prepare & Submit Amended SCWPs as Necessary (Classifying Under 732.312)             | \$            | - \$     | -                                       |
| 732.312(k)2 Prepare & Submit Amended SCWP Budgets as Necessary (Classifying Under 732.312)      | \$            | - \$     |   |
| 732.312(h) Prepare & Submit A Site Classification Completion Report (Classifying Under 732.312) | \$            | - \$     | <u></u>                                 |
| Other   |               |          |   |
| 732.306 Deferred Site Classification Activities   | \$            | - \$     |   |
| 732.307(c) Perform Method One Soil Classification   | \$            | - \$     | •                                       |
| 732.307(d) Perform Method Two Soil Classification   | \$            | - \$     | <u>.</u>                                |
| 732.307(f) Conduct Water Supply Well Survey   | \$            | - \$     | *************************************** |
| 732.307(g) Investigation of Migration Pathways  | \$            | - \$     | -                                       |
| 732.307(h,i, Surface and Groundwater Investigation  | \$            | - \$     | _                                       |
| Non-Phase Specific Task(s) Completed during SITE CLASSIFICATION                                 |               |          |   |
| 734.605 Prepare & Submit Application for Payment  | \$            | - \$     | -                                       |
| 734.350 Negotiate Off-Site Access   | \$            | - \$     | -                                       |
| Subtotal SITE CLASSIFICATIO   | N \$          | - \$     |   |
| Handling Charge   | es \$         | <u> </u> | ***                                     |
| TOTAL SITE CLASSIFICATIO  | N \$          | \$       | 7                                       |
|   |               |          |   |

Incident #

| 734.335(a) Prepare & Submit Work Plan  734.335(b) Prepare & Submit Budget  734.335(c) Preform Corrective Action After Approval  8  734.340(a) Prepare & Submit Work Plan  734.340(b) Prepare & Submit Budget  734.340(c) Preform Corrective Action After Approval  734.340(d) Agency Required Remote Monitoring  8  734.345(e) Prepare & Submit Plan Amendments as Necessary  734.335(e)2 Prepare & Submit Budget Amendments as Necessary  734.345(a) Prepare & Submit Corrective Action Completion Report  734.355(a) Prepare and Submit Status Report within 4 years  8  Non-Phase Specific Task(s) Completed during CORRECTIVE ACTION Prepare & Submit Application for Payment  8  734.350 Negotiate Off-Site Access | -                                       | \$<br>\$<br>\$ |                         |
|---|---|----------------|-------------------------|
| 734.335(b) Prepare & Submit Budget \$ 734.335(c) Preform Corrective Action After Approval \$  ernative  734.340(a) Prepare & Submit Work Plan \$ 734.340(b) Prepare & Submit Budget \$ 734.340(c) Preform Corrective Action After Approval \$ 734.340(d) Agency Required Remote Monitoring \$  her  734.335(e)1 Prepare & Submit Plan Amendments as Necessary \$ 734.335(e)2 Prepare & Submit Budget Amendments as Necessary \$ 734.345(a) Prepare & Submit Corrective Action Completion Report \$ 734.355(a) Prepare and Submit Status Report within 4 years \$  Non-Phase Specific Task(s) Completed during CORRECTIVE AC 734.605 Prepare & Submit Application for Payment \$   | -                                       | \$             |                         |
| rad.335(c) Preform Corrective Action After Approval  8  rad.340(a) Prepare & Submit Work Plan  734.340(b) Prepare & Submit Budget  734.340(c) Preform Corrective Action After Approval  734.340(d) Agency Required Remote Monitoring  \$  sher  734.335(e)1 Prepare & Submit Plan Amendments as Necessary  734.335(e)2 Prepare & Submit Budget Amendments as Necessary  \$  734.345(a) Prepare & Submit Corrective Action Completion Report  734.355(a) Prepare and Submit Status Report within 4 years  \$  Non-Phase Specific Task(s) Completed during CORRECTIVE ACTIVE ACTIONAL ACTION ACTION Application for Payment  \$ \$  \$  \$  \$  \$  \$  \$  \$  \$  \$  \$  \$  | -                                       |                |                         |
| 734.340(a) Prepare & Submit Work Plan  734.340(b) Prepare & Submit Budget  734.340(c) Preform Corrective Action After Approval  734.340(d) Agency Required Remote Monitoring  \$  734.340(e) Prepare & Submit Plan Amendments as Necessary  734.335(e) Prepare & Submit Budget Amendments as Necessary  734.345(a) Prepare & Submit Corrective Action Completion Report  734.355(a) Prepare and Submit Status Report within 4 years  \$  Non-Phase Specific Task(s) Completed during CORRECTIVE ACTION ACTION Application for Payment  \$ \$ \$  \$  Non-Phase Specific Task(s) Completed during CORRECTIVE ACTION Application for Payment  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$                       | -                                       | \$             |                         |
| 734.340(b) Prepare & Submit Budget \$  734.340(c) Preform Corrective Action After Approval \$  734.340(d) Agency Required Remote Monitoring \$  her  734.335(e)1 Prepare & Submit Plan Amendments as Necessary \$  734.335(e)2 Prepare & Submit Budget Amendments as Necessary \$  734.345(a) Prepare & Submit Corrective Action Completion Report \$  734.355(a) Prepare and Submit Status Report within 4 years \$  Non-Phase Specific Task(s) Completed during CORRECTIVE AC  734.605 Prepare & Submit Application for Payment \$  | -                                       | \$             |                         |
| 734.340(c) Preform Corrective Action After Approval \$ 734.340(d) Agency Required Remote Monitoring \$  her  734.335(e)1 Prepare & Submit Plan Amendments as Necessary \$ 734.335(e)2 Prepare & Submit Budget Amendments as Necessary \$ 734.345(a) Prepare & Submit Corrective Action Completion Report \$ 734.355(a) Prepare and Submit Status Report within 4 years \$  Non-Phase Specific Task(s) Completed during CORRECTIVE AC  734.605 Prepare & Submit Application for Payment \$   | -                                       |                |                         |
| 734.340(d) Agency Required Remote Monitoring \$  ther  734.335(e)1 Prepare & Submit Plan Amendments as Necessary \$  734.335(e)2 Prepare & Submit Budget Amendments as Necessary \$  734.345(a) Prepare & Submit Corrective Action Completion Report \$  734.355(a) Prepare and Submit Status Report within 4 years \$  Non-Phase Specific Task(s) Completed during CORRECTIVE ACTIVE ACTION Prepare & Submit Application for Payment \$  | _                                       | \$             |                         |
| 734.335(e)1 Prepare & Submit Plan Amendments as Necessary \$ 734.335(e)2 Prepare & Submit Budget Amendments as Necessary \$ 734.345(a) Prepare & Submit Corrective Action Completion Report \$ 734.355(a) Prepare and Submit Status Report within 4 years \$  Non-Phase Specific Task(s) Completed during CORRECTIVE ACT 734.605 Prepare & Submit Application for Payment \$  | *************************************** | <u> </u>       |                         |
| 734.335(e)1 Prepare & Submit Plan Amendments as Necessary \$ 734.335(e)2 Prepare & Submit Budget Amendments as Necessary \$ 734.345(a) Prepare & Submit Corrective Action Completion Report \$ 734.355(a) Prepare and Submit Status Report within 4 years \$  Non-Phase Specific Task(s) Completed during CORRECTIVE ACT 734.605 Prepare & Submit Application for Payment \$  | _                                       | \$             |                         |
| 734.335(e)2 Prepare & Submit Budget Amendments as Necessary \$ 734.345(a) Prepare & Submit Corrective Action Completion Report \$ 734.355(a) Prepare and Submit Status Report within 4 years \$  Non-Phase Specific Task(s) Completed during CORRECTIVE ACT 734.605 Prepare & Submit Application for Payment \$   |   |                |                         |
| 734.345(a) Prepare & Submit Corrective Action Completion Report \$ 734.355(a) Prepare and Submit Status Report within 4 years \$  Non-Phase Specific Task(s) Completed during CORRECTIVE AC 734.605 Prepare & Submit Application for Payment \$   |   | \$             |                         |
| 734.355(a) Prepare and Submit Status Report within 4 years \$  Non-Phase Specific Task(s) Completed during CORRECTIVE AC  734.605 Prepare & Submit Application for Payment \$   | -                                       | \$             |                         |
| Non-Phase Specific Task(s) Completed during CORRECTIVE AC  734.605 Prepare & Submit Application for Payment \$  | -                                       | \$             |                         |
| 734.605 Prepare & Submit Application for Payment \$   | -                                       | \$             |                         |
|   | TIO                                     | N              |                         |
| 734.350 Negotiate Off-Site Access \$  | -                                       | \$             |                         |
|   |   | \$             |                         |
| Subtotal CORRECTIVE ACTION _\$  | _                                       | \$             | makki +++2004britisinda |
| Handling Charges  | B9                                      | \$             |                         |

### **Detail Sheets**

(To be completed for each Standard Task utilized, listing all Products and Services proposed or incurred relative to the specified task)

| Section | Product or Service   | Quantity | Unit of<br>Measure | Unit Rate | Total                                 | Hand<br>(Y or  |
|---------|--|----------|--------------------|-----------|---------------------------------------|--|
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|         | ***  |          |                    |           |                                       | ***************************************  |
|         |  |          |                    | TOTAL:    |                                       |  |

| Section                                 | Product or Service | Quantity | Unit of<br>Measure   | Unit Rate | Total | Handling<br>(Y or N) |
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TOTAL:

| Task: |  |
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| Section                                 | Product or Service | Quantity                               | Unit of<br>Measure | Unit Rate  | Total    | Handling<br>(Y or N)   |
|---|--------------------|--|--------------------|--|----------|--|
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| TOTAL: | \$ | - |
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# Example Corrective Action Budget

#### BUDGET AND BILLING FORM FOR LEAKING UNDERGROUND STORAGE TANKS SITES

A.

| GI: A 11   | City, any sity   |                           |
|--|--|---------------------------|
| Site Address: any where  | City: any city   |                           |
| Zip:   |  |                           |
| County: any county   | IEPA Generator No.: 0  |                           |
| IEMA Incident No.: 2004####  | IEMA Notification Date: January 1, 2   | 004                       |
| Date this form was Prepared:   | August 15, 2005  |                           |
| This form is being submitted as a:   |  |                           |
| X  | Budget Proposal  |                           |
|  | Budget Amendment (Budget Amendments must include of  | only the cost             |
|  | over the previous budget.)   | •                         |
|  | over the previous budget.)  Amendment Number:  | •                         |
|  | over the previous budget.)   |                           |
|  | over the previous budget.)  Amendment Number:  |                           |
|  | over the previous budget.)  Amendment Number:  Billing Package for costs incurred  |                           |
| x EXPIDITED  | over the previous budget.)  Amendment Number:  Billing Package for costs incurred  Name(s) of report(s) documenting the costs requested:   |                           |
| The state of the s | over the previous budget.)  Amendment Number:  Billing Package for costs incurred  Name(s) of report(s) documenting the costs requested:  Corrective Action Plan  Date(s):   | Aug-05                    |
| This form is being submitted for the   | over the previous budget.)  Amendment Number:  Billing Package for costs incurred  Name(s) of report(s) documenting the costs requested:  Corrective Action Plan  Date(s):  NON-EXPEDITED  |                           |
| whether the state of the state  | over the previous budget.)  Amendment Number:  Billing Package for costs incurred  Name(s) of report(s) documenting the costs requested:  Corrective Action Plan  Date(s):  NON-EXPEDITED  Site Activities indicated below (check one):  Site Classification | Aug-05 Site Investigation |

DO NOT SUBMIT "NEW PROGRAM" COSTS AND "OLD PROGRAM" COST AT THE SAME TIME, ON THE SAME FORMS.

A-1

This form must be submitted in duplicate.

The Agency is authorized to require this information under 415 ILCS 5/1. Disclosure of this information is required. Failure to do so may result in the delay or denial of any budget or payment request hereunder.

|  |  | Incident #                          |                                 |  |  |  |  |
|--|--|-------------------------------------|---------------------------------|--|--|--|--|
| If eligible for reimburse<br>of USTs may be eligible   | ement, where should release for reimbursement. T | imbursement che<br>Therefore, payme | cks be sent? Pent can only be   | lease note that only own   | ners or operators<br>erator  |  |  |
| Pay to the order of: _A  | Any site   | - Charles                           |                                 |  | ······································   |  |  |
| Send in care of: Any   | site   |                                     | y                               |  | the state of the s |  |  |
| Address: Any where   |  |                                     |                                 |  |  |  |  |
| City: Any where  |  | State:                              | Illinois                        | Zip  | •  |  |  |
| Number of Petroleum<br>parent or joint stock c<br>joint stock company o  | ompany of the owner                              | or operator; ar                     | operated by th<br>ad any compar | e owner or operator; any owned by any paren  | any subsidiary,<br>nt, subsidiary or   |  |  |
| Fewer than   | 1101: x  | 101 or r                            | nore:                           |  |  |  |  |
| Number of USTs at the been removed)  | site: 3 (1                                       | Number of USTs                      | includes UST                    | s presently at the site an   | d USTs that have   |  |  |
| Number of incidents rep  | oorted to IEMA:                                  | 1                                   |                                 |  |  |  |  |
| Incident Numbers assig   | ned to the site due to re                        | eleases from UST                    | Γs: <u>2004</u>                 | ####   |  |  |  |
|  |  |                                     |                                 |  |  |  |  |
| Please list all tanks whi  | ch have ever been loca                           | ted at the site and                 | d are presently                 | located at the site.   |  |  |  |
| Product Stored   | Size<br>(gallons)                                | Did I<br>have a r                   |                                 | Incident No.   | Type of<br>Release   |  |  |
| Gasoline   | 10,000   | Yes                                 | No                              | 2004####   | Tank   |  |  |
| Gasoline   | 10,000   | Yes                                 | No                              | 2004####   | Line   |  |  |
| Used Oil   | 500  | Yes                                 | No                              | 2004####   | Over-fill  |  |  |
|  |  | Yes                                 | No                              |  | ***************************************  |  |  |
|  |  | Yes                                 | No                              |  |  |  |  |
|  |  | Yes                                 | No                              |  |  |  |  |
| (C)  |  | Yes                                 | No                              |  | der commence of the control of the c |  |  |
|  |  | Yes                                 | No                              | 344944444  |  |  |  |
|  |  | Yes                                 | No                              |  | ***************************************  |  |  |
|  |  | Yes                                 | No                              |  |  |  |  |
| THE PARTY OF THE P |  | Yes                                 | No                              | - Andrews - Andr |  |  |  |

Incident #

|              |  |                            | *************************************** | S. A. S. |  |  |
|--------------|--|----------------------------|---|----------|--|--|
| RRECTIV      | E ACTION   | Section and the section of | eviously<br>proved                      | I        | Requesting f<br>Approval               |  |
| Conventional |  | •                          | 7                                       |          |  |  |
| 734.335(     | ı) Prepare & Submit Work Plan                          | \$                         |   | \$       | 4,559                                  |  |
| 734.335(     | o) Prepare & Submit Budget                             | \$                         | -                                       | \$       | 591                                    |  |
| 734.335(     | e) Preform Corrective Action After Approval            | \$                         | _                                       | \$       | 337,481                                |  |
| Alternative  |  |                            |   |          |  |  |
| 734.340(a    | ) Prepare & Submit Work Plan                           | \$                         |   | \$       |  |  |
| 734.340(1    | ) Prepare & Submit Budget                              | \$                         |   | \$       |  |  |
| 734.340(     | Preform Corrective Action After Approval               | \$                         | ***                                     | \$       |  |  |
| 734.340(     | ) Agency Required Remote Monitoring                    | \$                         | **                                      | \$       |  |  |
| Other        |  |                            |   |          |  |  |
| 734.335(€    | )1 Prepare & Submit Plan Amendments as Necessary       | \$                         |   | \$       | ,                                      |  |
| 734.335(6    | )2 Prepare & Submit Budget Amendments as Necessary     | \$                         | *                                       | \$       | -                                      |  |
| 734.345(8    | ) Prepare & Submit Corrective Action Completion Report | \$                         | -                                       | \$       | 4,079                                  |  |
| 734.355(a    | ) Prepare and Submit Status Report within 4 years      | \$                         | *                                       | \$       |  |  |
| Non-Ph       | ase Specific Task(s) Completed during CORREC           | TIVE                       | ACTION                                  | Ī        |  |  |
| 734.605      | Prepare & Submit Application for Payment               | \$                         | _                                       | \$       | 868                                    |  |
| 734.350      | Negotiate Off-Site Access                              | \$                         | **                                      | \$       | ************************************** |  |
|              |  |                            |   |          |  |  |
|              | Subtotal CORRECTIVE ACTION                             | \$                         | =                                       | \$       | 347,580.                               |  |
|              | Handling Charges                                       | \$                         | Z                                       | \$       | 338.                                   |  |
|              | Total CORRECTIVE ACTION                                | \$                         |   | \$       | 347,919.                               |  |
|              |  |                            |   |          |  |  |

ısk: 734.335(a)

Prepare & Submit Work Plan

| Section | Product or Service       | Quantity | Unit of<br>Measure | Unit Rate | Total      | Handling<br>(Y or N) |
|---------|--------------------------|----------|--------------------|-----------|------------|----------------------|
| 3.1     | Project Manager          | 17       | Hour               | \$103.65  | \$1,762.05 |                      |
| 3.1     | Scientist                | 20       | Hour               | \$83.00   | \$1,660.00 |                      |
| 3.1     | Administrative Assistant | 6        | Hour               | \$49.79   | \$298.74   |                      |
| 3.1     | Draftsperson/CAD         | 4        | Hour               | \$65.52   | \$262.08   |                      |
| 3.1     | Professional Engineer    | 4        | Hour               | \$126.76  | \$507.04   |                      |
| 3.3     | B&W Copies               | 450      | Each               | \$0.10    | \$45.00    |                      |
| 3.3     | Color Copies             | 20       | Each               | \$1.25    | \$25.00    |                      |
|         |                          |          |                    |           |            |                      |
|         |                          |          |                    |           |            |                      |
|         |                          |          |                    |           |            |                      |
|         |                          |          |                    |           |            |                      |

TOTAL: \$

4,559.91

**1sk:** 734.335(b)

Prepare & Submit Budget

| Section  | Product or Service       | Quantity   | Unit of<br>Measure   | Unit Rate | Total    | Handling<br>(Y or N) |
|--|--------------------------|--|--|-----------|----------|----------------------|
| 3.1  | Project Manager          | 3.5  | Hour   | \$103.65  | \$362.78 |                      |
| 3.1  | Administrative Assistant | 2  | Hour   | \$49.79   | \$99.58  |                      |
| 3.1  | Professional Engineer    | I  | Hour   | \$126.76  | \$126.76 |                      |
| 3.3  | B&W Copies               | 25   | Each   | \$0.10    | \$2.50   |                      |
|  |                          |  |  |           |          |                      |
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| <u> </u>   |                          |  |  |           |          |                      |

TOTAL: \$

591.62

Task: 734.335(c) Preform Corrective Action After Approval

| Section                                  | Product or Service                               | Quantity | Unit of Measure | Unit Rate | Total                                   | Handling<br>(Y or N)                    |
|--|--|----------|-----------------|-----------|---|---|
| 00000                                    | Removal, Transportation, &                       |          |                 |           |   |   |
| 1.4                                      | Disposal of Contaminated Soil                    | 4000     | Cubic Yard      | \$57.00   | \$228,000.00                            |   |
|  | Purchase, Transportation &                       | 1000     |                 | ¢ኅດ ດດ    | 490 000 00                              |   |
| 1.4                                      | Placement of Backfill Removal and Replacement of | 4000     | Cubic Yard      | \$20.00   | \$80,000.00                             | *************************************** |
| 1.4                                      | Overburden                                       | 2000     | Cubic Yard      | \$6.50    | \$13,000.00                             |   |
| 1.7                                      | Field Crew Per Diem (8 x 7)                      | 56       | Each            | \$28.00   | \$1,568.00                              |   |
|  | Field Crew Lodging                               | 28       | Night           | \$100.00  | \$2,800.00                              |   |
|  | Tractor with Lowboy Trailer                      | 6        | Hour            | \$55.00   | \$330.00                                |   |
|  | Driver IIA - Overized Loads                      | 6        | Hour            | \$55.00   | \$330.00                                |   |
| 2.1                                      | BETX soil with MTBE                              | 25       | Each            | \$85.00   | \$2,125.00                              |   |
|  | PNA soil   | 25       | Each            | \$152.00  |   |   |
|  | Flash Point                                      | 1        | Each            | \$15.00   |   |   |
|  | FOC  | 1        | Each            | \$33.00   |   |   |
|  | Paint Filter                                     | 1        | Each            | \$14.00   | *************************************** |   |
|  | рН   | 1        | Each            | \$14.00   |   | 1                                       |
|  | Reactivity                                       | 1        | Each            | \$68.00   |   |   |
|  | Sample Shipping                                  | 2        | Day             | \$50.00   |   | 1                                       |
| 1.6                                      | Asphalt Replacement                              | 1548     | Sq Foot         | \$2.38    | \$3,684.24                              |   |
|  | Well Abandonment                                 | 160      | Foot            | \$10.00   | \$1,600.00                              |   |
| 30-00-00-00-00-00-00-00-00-00-00-00-00-0 |  |          |                 |           |   |   |
|  |  |          |                 |           |   |   |
|  |  |          |                 |           |   |   |
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|  |  |          |                 |           |   |   |

TOTAL: \$ 337,481.24

Task: 734.335(c) Preform Corrective Action After Approval

| Section | Product or Service            | Quantity | Unit of<br>Measure | Unit Rate | Total      | Handling<br>(Y or N)  |
|---------|-------------------------------|----------|--------------------|-----------|------------|---|
|         |                               |          |                    |           |            |   |
| 3.1     | Engineer                      | 8        | Hour               | \$103.00  | \$824.00   |   |
| 3.1     | Project Manager               | 16       | Hour               | \$103.65  | \$1,658.40 |   |
| 3.1     | Technician                    | 65       | Hour               | \$64.17   | \$4,171.05 |   |
| 3.2     | Photoionization Detector      | 7        | Day                | \$105.00  | \$735.00   |   |
| 3.2     | Site Survey Equipment         | 2        | Day                | \$250.00  | \$500.00   |   |
| 3.2     | Environmental Utility Vehicle | 10       | Day                | \$60.00   | \$600.00   |   |
| 3.3     | Manifests                     | 112      | Each               | \$3.00    | \$336.00   |   |
|         | Disposable Camera             | 1        | Each               | \$10.00   | \$10.00    |   |
|         | Per Diem                      | 8        | Each               | \$28.00   | \$224.00   |   |
|         | Lodging                       | 8        | Night              | \$100.00  | \$800.00   |   |
|         |                               |          |                    |           |            |   |
|         |                               |          |                    |           |            |   |
|         |                               |          |                    |           |            |   |
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TOTAL: \$ 9,858.45

ısk: 734.345(a) Prepare & Submit Corrective Action Completion Report

| Section | Product or Service       | Quantity | Unit of<br>Measure | Unit Rate | Total      | Handling<br>(Y or N) |
|---------|--------------------------|----------|--------------------|-----------|------------|----------------------|
| 3.1     | Project Manager          | 15       | Hour               | \$103.65  | \$1,554.75 |                      |
| 3.1     | Scientist                | 10       | Hour               | \$83.00   | \$830.00   |                      |
| 3.1     | Administrative Assistant | 12       | Hour               | \$49.79   | \$597.48   |                      |
| 3.1     | Draftsperson/CAD         | 3        | Hour               | \$65.52   | \$196.56   |                      |
| 3.1     | Professional Engineer    | 6        | Hour               | \$126.76  | \$760.56   |                      |
| 3.3     | B&W Copies               | 1200     | Each               | \$0.10    | \$120.00   |                      |
| 3.3     | Color Copies             | 16       | Each               | \$1.25    | \$20.00    |                      |
|         |                          |          |                    |           |            |                      |
|         |                          |          |                    |           |            |                      |
|         |                          |          |                    |           |            |                      |
|         |                          |          |                    |           |            |                      |
|         |                          |          |                    |           |            |                      |

**TOTAL:** \$ 4,079.35

ısk: 734.605 Prepare & Submit Application for Payment

| Section | Product or Service    | Quantity   | Unit of<br>Measure   | Unit Rate | Total                                  | Handling<br>(Y or N) |
|---------|-----------------------|--|--|-----------|--|----------------------|
| 3.1     | Account Technician    | 6  | Hour   | \$49.79   | \$298.74                               |                      |
| 3.1     | Project Manager       | 3  | Hour   | \$65.52   | \$196.56                               |                      |
| 3.1     | Professional Engineer | 2  | Hour   | \$126.76  | \$253.52                               |                      |
| 3.3     | B&W Copies            | 1200   | Each   | \$0.10    | \$120.00                               |                      |
|         |                       |  |  |           |  |                      |
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TOTAL: \$ 868.82

ısk: 734.335(e)1 Prepare & Submit Plan Amendments as Necessary

| Section | Product or Service | Quantity | Unit of<br>Measure | Unit Rate | Total | Handling<br>(Y or N) |
|---------|--------------------|----------|--------------------|-----------|-------|----------------------|
|         |                    |          |                    |           |       |                      |
|         |                    |          |                    |           |       |                      |
|         |                    |          |                    |           |       |                      |
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|         |                    |          |                    |           |       |                      |

| TOTAL: | \$ | _ |
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**1sk:** 734.335(e)2 Prepare & Submit Budget Amendments as Necessary

| Section  | Product or Service  | Quantity                                | Unit of<br>Measure | Unit Rate  | Total    | Handling<br>(Y or N) |
|--|---------------------|---|--------------------|--|----------|----------------------|
| Section  | 1 Todact Of Service | Quantity                                | I I I Casure       | Ome Rate   | 2 (7 441 | 1                    |
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| TOTAL: \$ | - |
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sk: 734.350 Negotiate Off-Site Access

| Section | Product or Service | Quantity | Unit of<br>Measure | Unit Rate | Total | Handling<br>(Y or N) |
|---------|--------------------|----------|--------------------|-----------|-------|----------------------|
|         |                    |          |                    |           |       |                      |
|         |                    |          |                    |           |       |                      |
|         |                    |          |                    |           |       |                      |
|         |                    |          |                    |           |       |                      |
|         |                    |          |                    |           |       |                      |
|         |                    |          |                    |           |       |                      |
|         |                    |          |                    |           |       |                      |
|         |                    |          |                    |           |       |                      |

| TOTAL: | \$ |  | - |
|--------|----|--|---|
|--------|----|--|---|

ısk: 734.355(a) Prepare and Submit Status Report within 4 years

| Section  | Product or Service | Quantity   | Unit of<br>Measure | Unit Rate | Total | Handling<br>(Y or N)   |
|--|--------------------|--|--------------------|-----------|-------|--|
|  |                    |  |                    |           |       |  |
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| SAAAA KURAASAA   |                    |  |                    |           |       | egy control of the co |
| ***************************************  |                    | ANA CONTRACTOR OF THE CONTRACT | Occupants A.       | Anne      |       | Name of the Parket   |

| TOTAL: | \$   | _ |  |
|--------|------|---|--|
|        | <br> |   |  |

#### HANDLING CHARGES

Handling Charges are eligible for payment on subcontractor billings and/or field purchases only if they are equal to or less than the amounts determined by the following table:

 Subcontractor or Field
 Eligible Handling Charges as a

 Purchase Cost
 Percentage of Cost

 \$1 - \$5,000
 12%

 \$5,001 - \$15,000
 \$600 + 10% of amt. over \$5,000

 \$15,001 - \$50,000
 \$1,600 + 8% of amt. over \$5,000

 \$50,001 - \$100,000
 \$4,400 + 5% of amt. Over \$50,000

 \$100,001 - \$1,000,000
 \$6,900 + 2% of amt. over \$100,000

| Subcontractor Name or Field Purchase | Section in these<br>Forms where<br>Cost is Listed | Subcontract Amount |
|--------------------------------------|---|--------------------|
| Holiday Inn Express (Lodging)        | 734.335(c)  | \$2,800.00         |
|                                      |   |                    |
|                                      |   |                    |
|                                      |   |                    |
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|                                      |   |                    |
|                                      |   |                    |
|                                      | Total Subcontract                                 |                    |

HANDLING CHARGES: \$ 336.00

2,800.00

and Filed Purchases:

Handling

# ELECTRONIC FILING, RECEIVED, CLERK'S OFFICE, SEPTEMBER 23, 2005 \* \* \* U.S.I. - (PC #68) \* \* \* Illinois Environmental Protection Agency

#### Owner/Operator and Professional Engineer Budget Certification Form for Leaking Underground Storage Tanks Sites

In accordance with 415 ILCS 5/5.7, if an owner or operator intends to seek payment from the UST Fund, an owner or operator must submit to the Agency, for the Agency's approval or modification, a budget which includes an accounting of all costs associated with the implementation of the investigative, monitoring and/or corrective action plans.

| I hereby certify that I intend to seek payment from the UST F   |   |  |  |  |  |  |
|---|---|--|--|--|--|--|
| Corrective Action Activities activities at  | any site  |  |  |  |  |  |
| Corrective Action Activities activities at LUST site. I further certify that the costs set forth in this budget activities at the costs set forth in this budget activities at LUST site. | get are necessary activities and are reasonable |  |  |  |  |  |
| and accurate to the best of my knowledge and belief. I also ce  |   |  |  |  |  |  |
| not for corrective action in excess of the minimum requirements of 415 ILCS 5/57 and no costs are   |   |  |  |  |  |  |
| included in this budget which are not described in the correcti   |   |  |  |  |  |  |
| ineligible for payment from the Fund pursuant to 35 Illinois A  |   |  |  |  |  |  |
| included in the budget proposal or amendment. Such ineligib   | le costs include out are not infined to:        |  |  |  |  |  |
| Costs associated with ineligible tanks.   |   |  |  |  |  |  |
| Costs associated with neighble talks.  Costs associated with site restoration (e.g., pump islandary)  | ds canonies)                                    |  |  |  |  |  |
| Costs associated with utility replacement (e.g., sewers,  |   |  |  |  |  |  |
| Costs incurred prior to IEMA notification.  | oleculioni, telephone, etc.).                   |  |  |  |  |  |
| Costs associated with planned tank pulls.   |   |  |  |  |  |  |
| Legal defense costs.  |   |  |  |  |  |  |
| Costs incurred prior to July 28, 1989.  |   |  |  |  |  |  |
| Costs associated with installation of new USTs or the   | repair of existing USTs.                        |  |  |  |  |  |
|   |   |  |  |  |  |  |
| Owner/Onerstor  | Title:  |  |  |  |  |  |
| Owner/Operator:   | Title:  |  |  |  |  |  |
| Signature:  | Date:   |  |  |  |  |  |
|   |   |  |  |  |  |  |
| Subscribed and sworn to before me the   | day of  |  |  |  |  |  |
| (Budget Proposals and Budget Amendments must be notarized   | d when the certification is signed.)            |  |  |  |  |  |
|   | Seal:   |  |  |  |  |  |
| (Notary Public)   | Scar,   |  |  |  |  |  |
| (* TO BOATO)  |   |  |  |  |  |  |
|   |   |  |  |  |  |  |
|   |   |  |  |  |  |  |
| P.E.:   | Seal:   |  |  |  |  |  |
|   |   |  |  |  |  |  |
|   |   |  |  |  |  |  |
| P.E. Signature:   | Date:   |  |  |  |  |  |
| 1.13. 016110010.  |   |  |  |  |  |  |
|   |   |  |  |  |  |  |
|   |   |  |  |  |  |  |
| Subscribed and sworn to before me the (Budget Proposals and Budget Amendments must be notarized)  | day of  |  |  |  |  |  |
| (Budget Proposals and Budget Amendments must be notarized   | d when the certification is signed.)            |  |  |  |  |  |
|   |   |  |  |  |  |  |
|   |   |  |  |  |  |  |
|   | Seal:   |  |  |  |  |  |
| (Notary Public)   | AMMIN   |  |  |  |  |  |

The Agency is authorized to require this information under 415 ILCS 5/1. Disclosure of this information is required. Failure to do so may result in the delay or denial of any budget or payment requested hereunder. This form has been approved by the Forms Management Center

IL 532-2273 LPC 495 Feb-99