

## Facility Status/Change of Ownership Notification:

If any of the following changes occur at your facility, you should complete the appropriate attached postcard below, detach and mail the postcard below to the DSCA Program:

- Open a new full service dry-cleaning store
- Open a new pickup store
- Close an existing full service dry-cleaning store
- Closing of existing pickup store
- Name change of dry-cleaning facility
- Change of dry-cleaning business ownership
- Change of property ownership
- Converting a Pickup Store to an Active Full-Service Store
- Converting an Active Full-Service Store to a Pickup Store
- Installation of new dry-cleaning machine
- Removal of old dry-cleaning machine
- Change of solvent used at a full-service store

✂ Detach postcard.

Action Taken:  New Facility (Plant) Opening  
 Change Property Ownership  Existing Facility (Plant) Closing  
 Change Business Ownership  New Pickup Store Opening  
 Change of Facility Name  Existing Pickup Store Closing  
 Converting Pickup Store to Full-Service  Converting Full-Service to Pickup Store

Former Owner/Contact Information: \_\_\_\_\_ Date Open/Close: \_\_\_\_\_

Facility /Owner Name: \_\_\_\_\_

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

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

Phone Number: \_\_\_\_\_

New Owner/Contact Information: \_\_\_\_\_ Date Open/Close: \_\_\_\_\_

Facility/Owner Name: \_\_\_\_\_

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

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

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Facilities that no longer clean clothes on the premises of that facility but function as “pick up” stores, must remove all solvent and solvent-containing waste from the dry-cleaning machines and the machines must be disconnected from electrical power. Otherwise, the facility must comply with all of the applicable regulations.

### Decommissioning a dry-cleaning facility:

For your facility to be considered a closed (inactive) full-service plant, you must decommission the machine by removing the solvent, waste solvent, and separator water from the dry-cleaning machine in an environmentally safe manner utilizing a licensed waste hauler. You must also permanently disconnect the machine from the power source. Your plant will be considered “active” if the dry-cleaning machine is connected to power and contains solvent. Therefore, as an “active” plant, you must comply with all of the applicable environmental regulations, including the required recordkeeping, until your machine is decommissioned and your solvent/waste solvent is removed by a licensed waste hauler and you receive documentation (i.e. return manifest) that your facility’s generated waste has been properly transported, received, and disposed.

Action Taken:  Installation of new machine  Change of solvent used  
 Removal of old machine

### Facility Information:

Facility/Owner Name: \_\_\_\_\_

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

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

### Old Machine Information:

Manufacturer: \_\_\_\_\_

Model: \_\_\_\_\_

Serial No: \_\_\_\_\_

Removal Date: \_\_\_\_\_

Generation: \_\_\_\_\_

Solvent: \_\_\_\_\_

### New Machine Information:

Manufacturer: \_\_\_\_\_

Model: \_\_\_\_\_

Serial No: \_\_\_\_\_

Installation Date: \_\_\_\_\_

Generation:  4 or  5

Solvent: \_\_\_\_\_