

## Electronic Permitting – Residual Annual Report Upload

### Upload the following:

- One PDF organized in the appropriate order:
  - Annual Report

### Important:

- One electronic annual report must be submitted for each residual permit number. If an annual report covers multiple permits, the annual report must be uploaded separately for each individual permit.
- The permit number must be correct. Submittals with incorrect or blank permit numbers will not be accepted.

### Upload Process:

1. Name and contact information – complete this for whoever is responsible for upload/submittal. This information is used in case there are problems with the upload.
2. Complete all questions to ensure the application is processed correctly.
3. Provide a brief description of the submittal.