



## Notification of Change of Landowner Form

This is the approved form for the purpose of notifying the Director that a landowner has ceased owning land, or has purchased land, on which a UPSS is situated, as required by Regulation 8(5)<sup>1</sup> and Regulation 45<sup>2</sup> of the *Environmental Management and Pollution Control (Underground Petroleum Storage Systems) Regulations 2020*.

This requirement only applies to storage systems that have been in use on or after 31 March 2010.

**Note:** If a new UPSS has been installed the landowner must complete an *Underground Petroleum Storage Systems (UPSS) Notification of a New or Replaced Storage System Form* for the new UPSS. Further information is available at : [Installing a New Fuel Tank - including replacing a storage system](#).

**Please complete page 1 and relevant section (i.e Old Landowner or New Landowner section)**  
**All fields denoted by an asterisk (\*) must be completed for the form to be accepted.**

### UPSS Site Information

* Site name	
* Site Street Address	
* Suburb/Town	
* Postcode	
* Telephone Number	

### Storage System Location data

If you have access to the internet, this information is available on the LIST using the instructions below.

Property ID	
Title reference/s (volume/folio)	
Easting, Northing of underground storage system (GDA94, MGA55)	

Note:

- Location information is available on the LIST using the instructions at the end of this form.
- If there is more than 100m between UPSSs then please include coordinates for each UPSS.

## Information required from the old Landowner

* Date ceased owning the land	
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### Your details

	Old Landowner #1	Old Landowner #2
* Name		
* Postal Address		
* Street Address		
* Phone Number		
*Email Address		

### Additional landowners

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### New Landowner Details

	New Landowner #1	New Landowner #2
* Name		
* Postal Address		
* Street Address		
* Phone Number		
*Email Address		

### Additional landowners

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Please go to page 4 and sign form

## Information required from new Landowner

* Date land purchase	
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	New Landowner #1	New Landowner #2
* Name		
* Postal Address		
* Street Address		
* Phone Number		
*Email Address		

### Additional landowners

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## UPSS Information

\* Type of activity conducted on site (please tick most relevant answer)

- Service Station                       Farm                       Light Industry  
 Heavy Industry                       Commercial                       Domestic

### Equipment

* Total number of UPSS on site in use	
* Number of those tanks that are double-walled	
* Number of underground tanks with double-walled lines/piping	
* Total capacity of all underground tanks in use on the site (Litres)	

### Loss monitoring

\*Which type of loss monitoring is being undertaken for the UPSS

- Statistical Inventory Reconciliation Analysis (SIRA)       Manual Tank Gauging  
 Interstitial Monitoring                       Other

If other, please state method:

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### Groundwater monitoring wells

* <b>Are groundwater monitoring wells installed on the site?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
* <b>Number of wells</b>		
* <b>Are the wells used to check for leaks from the UPSS</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**Please note that as the Landowner you must be able to provide details of the System Operator and Infrastructure Owner to the Director within 10 days of receiving a request for these details.**

Further information regarding the UPSS Regulations is available at [Underground Fuel Tanks<sup>3</sup>](#)

## Landowner Declaration

This declaration must be made by the former or current landowner. If the landowner is a company, partnership, or trustee then the declaration may be signed by an authorised agent or representative. If you sign in this capacity, then you are stating that you are duly authorised to make this declaration on behalf of the landowner. It is an offence to make a statement or provide information in this form knowing it to be false (section 43A of the *Environmental Management and Pollution Control Act 1994*).

I declare that the information I have given is true and correct to the best of my knowledge.

* <b>Name</b>	
* <b>Authorised signatory of</b> (person/company if applicable)	
* <b>Email Address</b>	
* <b>Signature</b>	
* <b>Date</b>	

Please ensure that all compulsory fields (\*) are completed before sending this form to:

[contaminatedsites@epa.tas.gov.au](mailto:contaminatedsites@epa.tas.gov.au)

#### Alternatively, post it to:

Environment Protection Authority  
GPO Box 1550, Hobart TAS 7001

For additional information, contact the Contaminated Land and Regulatory Systems Section on (03) 6165 4599 or [contaminatedsites@epa.tas.gov.au](mailto:contaminatedsites@epa.tas.gov.au)

## Privacy Statement

Personal information is being collected from you for the purpose of enhancing the protection of the environment and will be used for the administration and implementation of the *Environmental Management and Pollution Control (Underground Petroleum Storage Systems) Regulations 2020*. The information may be used for other purposes permitted by the Regulations.

You are required to provide this information under regulation 8(5) or 45 of the *Environmental Management and Pollution Control (Underground Petroleum Storage System) Regulations 2020*. Failure to provide this information may result in penalties applying.

Your personal information will be used for the primary purpose for which it is collected, and may be disclosed to other agencies and land use planning authorities, law enforcement agencies, courts and other organisations authorised to collect it.

Your basic personal information may be disclosed to other public sector bodies where necessary, for the efficient storage and use of the information.

Personal information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by the individual to whom it relates on request. You may be charged a fee for this service.

## Instructions to obtain Property ID, title reference and Easting and Northing information:

1. Go to [www.thelist.tas.gov.au](http://www.thelist.tas.gov.au)
2. Click on LISTmap
3. Click on **Basemaps** (Grey Tab top right of page ) Click on “State Aerial Photo”
4. Click on **Layers** (Blue Tab top right of page) and **Add Layer+**
5. Scroll down to **Land Parcel and Property** and click on **Cadastre**, then click on the + next to **Cadastral Parcels**, close **Manage Layer** box
6. In the Search Box next to Maps (centre of toolbar) type in Street Address and run the search
7. If a list appears, click on the name of most relevant choice
8. Zoom using scale on the left hand side
9. For Property ID/Title reference – click on the property that you want (the red pin) and the information will displayed in a box
10. For Eastings and Northings – click on green arrow in bottom left hand corner, select GDA 94 MGA Zone 55, hover the arrow over your estimation of the UPSS location and the Easting and Northing in GDA94 will be shown at the bottom left hand corner next to the green arrow.

## Notes

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<sup>1</sup> Regulation 8(5) of the *Environmental Management and Pollution Control (Underground Petroleum Storage Systems) Regulations 2020* requires that a landowner, in respect of a storage system, notify the Director within 30 days after a person ceases to be landowner.

<sup>2</sup> Regulation 45 of the *Environmental Management and Pollution Control (Underground Petroleum Storage Systems) Regulations 2020* requires that a new landowner, in respect of a storage system, notify the Director within 30 days after a person becomes a landowner.

<sup>3</sup> <https://epa.tas.gov.au/Pages/Underground-Fuel-Tanks.aspx>