# UNDERGROUND STORAGE TANK OVERFILL PREVENTION EVALUATION FORM

## I. FACILITY INFORMATION
- **Facility ID #:**
- **Facility Name:**
- **Facility Street Address:**
- **Facility Telephone:**
- **Facility Email:**
- **Ward:**

## II. TESTER INFORMATION
- **Tester Name:**
- **Tester Cert. #:**
- **Tester Telephone:**
- **Company Name:**
- **Company Cert. #:**
- **Test Date:**

## III. TANK AND DEVICE INFORMATION
<table>
<thead>
<tr>
<th>Tank Number</th>
<th>Tank Capacity</th>
<th>Tank Diameter</th>
<th>Product Stored</th>
<th>Overfill Manufacturer</th>
<th>Overfill Model</th>
<th>Product Delivery Method</th>
<th>Overfill Type</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>Pressurized</td>
<td>Drop Tube Shutoff</td>
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<td></td>
<td></td>
<td></td>
<td>Gravity</td>
<td>Alarm</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>Ball Float</td>
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<td></td>
<td></td>
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<td></td>
<td>Other</td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td>None</td>
</tr>
</tbody>
</table>

## IV. TEST INFORMATION (Complete all applicable overfill types)

### A. DROP TUBE SHUTOFF DEVICE
- **Drop tube and float free of debris?**
- **Float and poppet move freely?**
- **Poppet enters flow path when float is engaged?**
- **Tank capacity when flow is stopped (%)**

### B. OVERFILL ALARM
- **Visible and audible to delivery driver?**
- **Probe and float in good condition?**
- **Float moves freely?**
- **Does simulated overfill trigger alarm?**
- **Tank capacity when alarm is triggered (%)**
Facility ID #: _____  Facility Name: _____  Test Date: _____

C. BALL FLOAT VALVE

Standard drop tube installed?  ☐ Yes  ☐ No  ☐ Yes  ☐ No  ☐ Yes  ☐ No  ☐ Yes  ☐ No

Is the only fill present a direct fill?  ☐ Yes  ☐ No  ☐ Yes  ☐ No  ☐ Yes  ☐ No  ☐ Yes  ☐ No

Ball and cage present and in good condition?  ☐ Yes  ☐ No  ☐ Yes  ☐ No  ☐ Yes  ☐ No  ☐ Yes  ☐ No

Ball moves freely in cage?  ☐ Yes  ☐ No  ☐ Yes  ☐ No  ☐ Yes  ☐ No  ☐ Yes  ☐ No

Tank capacity when flow is restricted (%)

D. OTHER, E.G. WHISTLE VENT ALARM

Permanently Installed?  ☐ Yes  ☐ No  ☐ Yes  ☐ No  ☐ Yes  ☐ No  ☐ Yes  ☐ No

Audible to delivery driver?  ☐ Yes  ☐ No  ☐ Yes  ☐ No  ☐ Yes  ☐ No  ☐ Yes  ☐ No

Tank capacity when whistle stops (%)

OTHER COMMENTS

V. TEST RESULTS

Any “No” answer in Section IV. Indicates the overfill device fails. Failure of any overfill prevention device requires immediate repair or replacement. Underground Storage Tanks may not receive product deliveries without functional overfill prevention.

Pass  Fail  Pass  Fail  Pass  Fail  Pass  Fail

VI. COMMENTS

The comments section should be used to note additional information discovered or actions taken during functionality testing that affect compliance at the facility. For example, include comments concerning any observations made by the tester that would affect the test results.

Include actions taken to repair or replace failed devices. Installation, repair, and removal of overfill prevention devices requires the use of a Department certified individual. Failed ball float valves may not be repaired or replaced; an alternate form of overfill prevention must be installed.

If additional comment sheets are needed, label each sheet with the report header information and attach the sheet(s) to the back of this form.

VII. OWNER’S REPRESENTATIVE CERTIFICATION

I have reviewed this report. I certify under penalty of law as provided in that the information provided by me is true, accurate, and complete to the best of my knowledge and belief. Pursuant to D.C. Official Code § 22-2405, the making of a false statement in writing to any instrumentality of the District of Columbia government is a criminal offense punishable by criminal penalties.

Signature:  Date Signed:

VIII. TESTER CERTIFICATION

By signing this document as the Tester, I certify under penalty of law as provided in that the information provided by me is true, accurate, and complete to the best of my knowledge and belief. Pursuant to D.C. Official Code § 22-2405, the making of a false statement in writing to any instrumentality of the District of Columbia government is a criminal offense punishable by criminal penalties.

Tester’s Signature:  Date Signed: