



January 3, 2017

TO: HAZARDOUS WASTE GENERATORS

FROM: MARK HALL *Mark C Hall*
HAZARDOUS MATERIALS SECTION SUPERVISOR

SUBJECT: ANNUAL LARGE OR SMALL QUANTITY HAZARDOUS WASTE GENERATOR REPORT FOR CALENDAR YEAR 2016

The Administrative Rules of Montana (ARM) require large and small quantity hazardous waste generators file an annual report by March 1 for the previous calendar year's activities (i.e. calendar year 2016 report is due no later than March 1, 2017).

Enclosed are the forms and instructions for completing your annual hazardous waste report for calendar year 2016. Complete all sections that relate to your hazardous waste activities. Make any changes or additions to the forms in the shaded areas. These forms, in Word and Adobe (PDF) format, are also located on the Department of Environmental Quality (DEQ), Hazardous Waste Program's website at:

<http://deq.mt.gov/land/hazwaste/hazformsreport.mcp>

New Instruction – If you wish to change your registered status, please state the new status and why in the Comments section on Part Two.

If you opt for electronic submission, please send your completed report in **Word** format to [DEQ HazWaste@mt.gov](mailto:DEQ.HazWaste@mt.gov).

The report must be submitted to this office by March 1, 2017. **You may be subject to enforcement action if you do not file by that date.** Please mail or email the report to:

Waste and Underground Tank Management Bureau
Hazardous Waste Program
P.O. Box 200901 – mail
1520 East Sixth Ave – FedEx or United Parcel Services
Helena, MT 59620-0901
[DEQ HAZARDOUS WASTE SECTION \(deqhazwaste@mt.gov\)](mailto:deqhazwaste@mt.gov)

An invoice for the assessment of the annual hazardous waste registration fees will be sent the first of May 2017.

If you have any questions, or encounter difficulties in completing the report, please contact: Cory Mikita (CEM), (406) 444-1435 or Judy Watkins (JAW), (406) 444-5852 of the Hazardous Waste Program Regulatory Unit. Your DEQ contact is listed in Part One, Section II (DEQ Contact) of your 2016 Hazardous Waste Report.