

January 2, 2026

TO: HAZARDOUS WASTE GENERATORS

SUBJECT: HAZARDOUS WASTE GENERATOR ANNUAL REPORT FOR CALENDAR YEAR 2025

General Information

The Administrative Rules of Montana (ARM) 17.53.603 require large and small generators of hazardous waste to file an annual report by March 1 for the previous calendar year's activities. You are receiving this message because your site was registered as a small quantity generator or as a very small quantity generator that took part in an episodic generation event in 2025.

Please follow the links provided for detailed instructions and the appropriate forms required for completing your annual report for calendar year 2025. Please read the instructions carefully so that the report will accurately reflect the 2025 hazardous waste activities at your site. These forms and instructions are also located on the Montana Department of Environmental Quality (DEQ) Hazardous Waste Program website at: <https://deq.mt.gov/twr/assistance>.

- [Instructions](#)
- [Generator Annual Report Form](#)
- [Additional Part 2 Forms](#)

An invoice based on reported waste generation in 2025 and the annual registration maintenance fee will be sent in mid-2025 to the individual listed as the Site Contact.

Deadline

The report must be submitted to this office by March 1, 2026. **You may be subject to enforcement action if you do not file by March 1, 2026.**

Where to File

Please send the report via email or mail to:

Email: deghazwaste@mt.gov

Waste Management Bureau
Hazardous Waste Program
PO Box 200901 – USPS
1225 Cedar St – FedEx or UPS
Helena, MT 59620-0901

Where to Find Assistance

If you have any questions or encounter difficulties in completing the report, please contact the Hazardous Waste Program at (406) 444-5300 or deghazwaste@mt.gov for assistance.

Live Q&A Sessions on Teams will be available this year. Hazardous waste specialists will be available to answer your questions during the following times. Click the link to join.

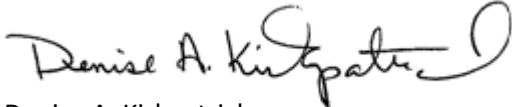
Tuesday, January 6 @ 9 AM: [Join the meeting now](#)

Wednesday, January 21 @ 1 PM: [Join the meeting now](#)

Tuesday, February 10 @ 10 AM: [Join the meeting now](#)

We also have short videos on how to complete your report. They will be posted the week of January 5, 2026, and can be found [here in the 2025 Annual Reporting section](#).

Sincerely,

A handwritten signature in black ink that reads "Denise A. Kirkpatrick". The signature is written in a cursive style with a large, looped initial "D" at the end.

Denise A. Kirkpatrick
Hazardous Materials Section Supervisor
Waste Management Bureau