

January 2, 2026

TO: USED OIL PROCESSORS/RE-REFINERS/TRANSFER FACILITIES

SUBJECT: USED OIL BIENNIAL REPORT FOR CALENDAR YEAR 2025

General Information

The Department of Environmental Quality's (DEQ) records show that you have registered and are classified as a used oil processor, re-refiner, or transfer facility storing used oil greater than 35 days. You are required to submit a report pursuant to the Administrative Rules of Montana (ARM) 17.53.1401. A registration fee is not assessed for these classifications.

ARM 17.53.1401 adopts, by reference, the used oil regulations set forth in the Code of Federal Regulations (CFR). 40 CFR 279.57(b) requires used oil processors and re-refiners to submit a biennial report. In addition, transfer facilities that store used oil for more than 35 days are subject to the regulations of used oil processors and re-refiners (40 CFR 279.45(a)).

Used oil processors, re-refiners, or transfer facilities who store used oil more than 35 days must submit a document which reports the following information concerning used oil activities during the previous calendar year:

1. The EPA Identification Number, Name, and Address of the used oil processor, re-refiner, or transfer facility storing used oil greater than 35 days.
2. The quantities of used oil accepted for processing or re-refining, and the manner in which the used oil was processed or re-refined, including the specific processes employed.

Please follow the link provided for the appropriate form required for completing your biennial report for calendar year 2025. This form is also located on the DEQ Hazardous Waste Program website at: <https://deq.mt.gov/twr/assistance>.

- **Used Oil Biennial Report Form**

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: deqhazwaste@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 deqhazwaste@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 fluid and cursive, with a large, stylized "D" at the beginning and a long, sweeping underline.

Denise A. Kirkpatrick
Hazardous Materials Section Supervisor
Waste Management Bureau