

July 24, 2025

RE: Completed Permit and Demolition Applications

The Asbestos Control Program (ACP) has received Asbestos Project Permit/Demolition Acknowledgment applications and payments in various formats. ACP has experienced issues with inconsistent application methods and payment processing. The goal of this policy is to ensure efficient and timely processing and issuance of Project Permits and Demolition Acknowledgments. Starting immediately, only fully completed applications with a verified payment of the correct amount will be accepted and will initiate the NESHAP 10-day waiting period.

Please contact ACP if you have any questions.

See the only accepted methods below:

Method 1: Online Application

The most efficient method of applying for Project Permits and Demolition Notification is through our <u>Asbestos Project Permit Application Service</u>. Applications that have all required fields completed and the appropriate fee paid through this website are considered complete. The application service will generate an email stating that the application has been received and is being reviewed. If you do not receive an email, it is possible that your application may not have been processed. Please contact ACP to confirm the program has received all the necessary information.

Method 2: Hard Copy and Payment Portal

Applicants may submit a hard copy application and make payment electronically through the <u>DEQ Payment Portal</u>. A PDF application for hard copy submittal may be found on our website. A PDF application may be delivered in person, emailed, or mailed to ACP. It is critical that all fields in the applications are completed. Any applications with errors will not be considered complete until these issues are addressed.

Payments made through the <u>DEQ Payment Portal</u> are accepted. However, this payment system is not specific for ACP use. If the DEQ Payment Portal is used, the applicant will be required to calculate the correct <u>fees</u> and provide verification of the payment to ACP by sending a copy or screenshot of the electronic receipt to <u>deqacponline@mt.gov</u>. A <u>guide for submitting online payments</u> is available on our website.

Applications will only be considered complete when ACP has received both a completed application and the payment verification.

Method 3: Hard Copy and Check

Applicants may submit a hard copy application and pay with a check. A PDF application can be found on our website. These can be delivered in person, emailed, or mailed to ACP. It is critical that all fields in the applications are completed. Any applications with errors will not be considered complete until these issues are addressed.

Checks must be made out to: DEQ ACP. The applicant will be required to calculate the correct <u>fees</u>. Applications will only be considered complete when ACP has received both a completed application and a check for the correct amount.

Thank you,

Montana DEQ Asbestos Control Program

Phone: 406-444-5300

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