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| Minnesota Pollution Control Agency (MPCA), 520 Lafayette Road North, St. Paul, MN 55155-4194 | Paint Collection Site  License Application  Hazardous Waste Program  *Doc Type: License Application* |

Instructions on page 2.

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| Who must complete this application? Complete this application to obtain a Paint Collection Site License from the Minnesota Pollution Control Agency (MPCA) if:   * Your site is already licensed as a Paint Collection Site by the MPCA and you need to biennially renew its license.   or if your site needs to apply for a new license as a Paint Collection Site and is:   * Located in Minnesota but not in one of the seven Metropolitan Counties (Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, or Washington); and * Will receive waste oil-based architectural paint from households or other businesses for disposal; and is * Not already licensed as a Household Hazardous Waste Collection Program (HHWCP) or a Very Small Quantity Generator Collection Program (VSQGCP).   You may obtain an electronically fillable copy of this form from at: <https://www.pca.state.mn.us/sites/default/files/w-hw7-19.docx>.  **Mail completed form to**: MPCA, Attn: Paint Collection Program, 520 Lafayette Rd N, St Paul, Minnesota 55155-4194 or email to: [paint.pca@state.mn.us](mailto:paint.pca@state.mn.us). If you submit this form by email***,*** you must attach an image of a valid signature for Item 8.  **Metropolitan County sites:** Contact your county hazardous waste staff for licensing requirements. See [More information](#MoreInformation) on page 2.  **Multiple sites:** If your organization operates multiple sites which are geographically separate, such as a chain of retail stores, complete and submit a separate application for each physically separate site that will receive oil-based architectural paint. | | | | | | | | |
| **1. Hazardous Waste Identification Number (HWID):** | | | | | | |  | |
| **2. Name of site:** | |  | | | | | | |
| *(Site name associated with the HWID on line #1.)* | | | | | | | | |
| **3. Paint stewardship organization the site is contracted with:** | | | | | | | | |
|  | PaintCare, Inc. | | | | Other: |  | | |
| **4. Maximum volume of collected oil-based waste paint the site will accumulate on-site at any time:** | | | | | | | | gallons |
| **5. Recordkeeping:** | | | Receipts to be provided to waste generators are available on-site | | | | | |
| **6.** **Emergency planning and training** *(all these steps must be completed before an application can be approved)*: | | | | | | | | |
|  | Emergency coordinators that will be available at all times the site will be open have been designated. | | | | | | | |
|  | Portable fire extinguishers are available in the paint collection area. | | | | | | | |
|  | Spill control equipment is available in the paint collection area. | | | | | | | |
|  | All paint employees involved in paint collection have received documented training in proper paint acceptance, recordkeeping, accumulation, and emergency procedures, or will be trained within six months of this application date. | | | | | | | |
| **7. License conditions:** | | | | I have read and will ensure the site complies with all the requirements for Licensed Paint Collection Sites discussed in MPCA fact sheet #w-hw4-37b, Architectural Paint Collection Sites, at <https://www.pca.state.mn.us/sites/default/files/w-hw4-37b.pdf>. | | | | |

## Certification

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this and all attached documents, and that based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

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| Signature: |  | Title: |  | |
|  | *(This document has been electronically signed.)* | Date (mm/dd/yyyy): | |  |

Instructions

1. **Hazardous Waste Identification Number (HWID):** Enter the HWID for the site where you will receive oil-based architectural paint. If you do not have an HWID for this site, obtain one free of charge using the MPCA’s e-Services Notification of Regulated Waste Activity tool. See MPCA fact sheet #w-hw5-12, Notification of Regulated Waste Activity, at  
   <https://www.pca.state.mn.us/sites/default/files/w-hw5-12.pdf>.
2. **Name of site:** Enter the name of the site that is associated with the HWID on line #1.
3. **Paint stewardship organization you have contracted with:** Check the box for the approved paint stewardship organization that you have contracted with. If not PaintCare, Inc., enter the name of the approved paint stewardship organization. ***If you have not contracted with an approved******paint stewardship organization,*** ***STOP*** - you must obtain a license as a full HHWCP or VSQGCP. Contact the MPCA for more information.
4. **Maximum volume of collected oil-based waste paint to be accumulated on-site at any time:** Minnesota Rules allow you to accumulate a maximum of 660 gallons of collected oil-based waste paint at any one time at each paint collection site, however the paint stewardship organization you contract with may impose lower limits, or you may choose to only accumulate a smaller volume. This allowed volume does not include: any latex paint, product paints for sale, or waste paint generated by the site itself that would not be eligible for collection.
5. **Recordkeeping:** You must have receipts ready to provide to businesses that bring their oil-based paint to you. Check the box if you have receipts ready that will include all of the information listed on page 2 of MPCA fact sheet #w-hw4-37b, Architectural Paint Collection Sites, at <https://www.pca.state.mn.us/sites/default/files/w-hw4-37b.pdf>.
6. **Emergency planning and training:** All of these steps must be completed before an application can be approved. Check each box if you have completed the corresponding step:

* Emergency coordinators that will be available at all times the site will be open have been designated. For more information on designating emergency coordinators and their responsibilities, see MPCA fact sheet #w-hw1-8b, Emergency Planning for Small Quantity Generators, at <https://www.pca.state.mn.us/sites/default/files/w-hw1-08b.pdf>.
* Portable fire extinguishers are available in the paint collection area. Ensure this equipment is appropriate in type and capability to the wastes you will accumulate, and is inspected and maintained.
* Spill control equipment is available in the paint collection area. Your spill control equipment must be adequate to respond to the spillage of the largest hazardous waste containers in your collection site.
* All paint collection-involved employees have received documented training in proper paint acceptance, documentation, accumulation, and emergency procedures, or will be trained within six months of this application date. For more information on hazardous waste employee training for paint collection sites, see MPCA fact sheet #w-hw1-09b, Employee Training for Small Quantity Generators, at <https://www.pca.state.mn.us/sites/default/files/w-hw1-09b.pdf>.

1. **License conditions**: Check the box only if you have read and understand all the requirements discussed in MPCA fact sheet #w-hw4-37b, Architectural Paint Collection Sites, at <https://www.pca.state.mn.us/sites/default/files/w-hw4-37b.pdf>.   
   Contact the MPCA for any questions regarding the requirements.
2. **Printed name and title:** Enter the name and title of the person who will sign this form.
3. **Signature:** Read the Certification statement. The owner or Chief Executive Officer (CEO) of the organization that will actually operate the site, or their authorized on-site employee, must sign this application. You may not sign this application if you are a contractor or consultant to the business or government agency operating the site. A paint stewardship organization may not sign this application on behalf of a paint collection site operator.
4. **Date:** Enter the date this form was signed.

More information

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| **Metro County Hazardous Waste Offices**  Anoka 763-422-7093  <https://www.anokacounty.us/>  Carver 952-361-1800  <http://www.co.carver.mn.us/>  Dakota 952-891-7557  <https://www.co.dakota.mn.us/>  Hennepin 612-348-3777  <http://www.hennepin.us/>  Ramsey 651-266-1199  <https://www.ramseycounty.us/>  Scott 952-496-8475  <http://www.scottcountymn.gov/>  Washington 651-430-6655  <https://www.co.washington.mn.us/> | **Minnesota Pollution Control Agency**  Toll free (all offices) 1-800-657-3864  All offices 651-296-6300  <https://www.pca.state.mn.us/>  **Minnesota Duty Officer**  Toll free 1-800-422-0798  Metro 651-649-5451  **Small Business Environmental Assistance Program**  Toll free 1-800-657-3938  Metro 651-282-6143  <https://www.pca.state.mn.us/sbeap/> |