|  |  |
| --- | --- |
| Minnesota Pollution Control Agency (MPCA), 520 Lafayette Road North, St. Paul, MN 55155-4194 | CSW transfer form  NPDES Construction Stormwater (CSW)  Permit Program  National Pollutant Discharge Elimination System (NPDES)  Doc Type: Subdivision Registration Form |

**Instructions:** Use this form to transfer an existing permit to a new owner or contractor. Print a copy of the completed form for your records, or save the completed form to your computer in a location where you can easily find it.

**Submittal**: The person who certifies this form can email the completed form to [csw.pca@state.mn.us](mailto:csw.pca@state.mn.us%20)using “Transfer Form” as the subject line. An auto-reply message will be sent upon the email being received. A manual confirmation email will be sent.

**Questions:** Email the program at [csw.pca@state.mn.us](mailto:csw.pca@state.mn.us%20)or call the Stormwater Hotline at: 651-757-2119 or 800-657-3804 (non-metro only).

**This form cannot be used to:**

* Apply for general permit coverage
* Apply for a subdivision registration permit
* Make permit detail modifications

Project information (as listed on the original *Permit application form*)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Project name: |  | | | | | | | | | | | | | | | | | | | | | | | | | |
| Permit number: | | C000 | |  | |  |  |  |  |  |  |  |  | | ***or*** | SUB00 | |  |  |  |  |  |  |  |  |  | |
| Project location description: | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
| Current Owner contact name: | | | | |  | | | | | | | | | Contact phone: | | |  | | | | | | | | | | |

**Change in permittee information**

1. **Owner**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Owner contact name: | | |  | | | Company/ Organization name: | | |  | |
| Owner mailing address: | | | |  | | | | | | |
| City: |  | | | | State: | |  | Zip code: | |  |
| Email address: | |  | | | | | Telephone: |  | | |

1. **Owner alternate**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Owner contact name: | |  | | |
| Email address: |  | | Telephone: |  |

1. **Contractor**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Contact name: | |  | | | | Company/ Organization name: | | |  | |
| Contact mailing address: | | | |  | | | | | | |
| City: |  | | | | State: | |  | Zip code: | |  |
| Email address: | | |  | | | | Telephone: |  | | |

1. **Contractor alternate**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Contact name: |  | | | |
| Email address: | |  | Telephone: |  |

Certification

*I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. I certify that based on my inquiry of the person, or persons, who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of civil and criminal penalties.*

*By signing my name below, I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing this form.*

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Current Owner authorized signature (required)** | | | | |  | **Current Contractor authorized representative** | | | | |
| Name: |  | | | |  | Name: |  | | | |
| Company name: | | |  | |  | Company name: | | |  | |
| Signature: | |  | | |  | Signature: | |  | | |
| Date (mm/dd/yyyy) | | | |  |  | Date (mm/dd/yyyy): | | | |  |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **New Owner authorized signature *(required if permit is transferring to a new owner)*** | | | | |  | **New Contractor authorized representative  *(required if permit is transferring to a new contractor)*** | | | | |
| Name: |  | | | |  | Name: |  | | | |
| Company name: | | |  | |  | Company name: | | |  | |
| Signature: | |  | | |  | Signature: | |  | | |
| Date (mm/dd/yyyy) | | | |  |  | Date (mm/dd/yyyy): | | | |  |