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| Minnesota Pollution Control Agency (MPCA), 520 Lafayette Road North, St. Paul, MN 55155-4194 | Transfer to Manure Storage Application  Industrial By-Product (IBP) Program  Doc Type: Permit Application |

## **Instructions:** This form is for industrial by-product (IBP) permittees to transfer IBP to a manure storage structure following their permit requirements. Complete the form for each manure storage structure to which IBP will be transferred and submit electronically to the Water Quality Submittal Center at [wq.submittals.mpca@state.mn.us](mailto:wq.submittals.mpca@state.mn.us) before transferring IBP to a manure storage structure. Submit a copy of the signed form to city or township officials where the storage structure is located. All required information, including signatures, must be included for the form to be considered complete and in compliance with permit requirements.

**Part 1 General Information**

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| **Permittee information** | | | | | | | | | |
| Permittee name: | | |  | | | | Permit number: | |  |
| Mailing address: | |  | | | | | | | |
| City: |  | | | State: |  | | Zip code: |  | |
| Contact name: | |  | | Telephone: | |  | | | |

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| **Feedlot owner information** | | | | | | | | | | |
| Owner name: | |  | | | Feedlot permit # or registration ID: | | | | |  |
| Mailing address: | | |  | | | | | | | |
| City: |  | | | State: | |  | | Zip code: |  | |
| Contact name: | | |  | Telephone: | | |  | | | |

**Part 2 IBP Characterization** (Complete the information below for the IBP to be transferred.)

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| Description of the IBP that will be transferred for storage (125 characters maximum): |
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| Date of sample (mm/dd/yyyy): |  |

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| **Parameter1** | **Unit** | **Analysis results** |
| Chloride, Dry Weight (as Cl) | mg/kg |  |
| Nitrogen, Ammonia, Dry Weight | % |  |
| Nitrogen, Kjeldahl, Total, Solid Fraction, Dry Weight | % |  |
| pH, Sludge | SU |  |
| Phosphorus, Total, Dry Weight (as P) | % |  |
| Sodium, Dry Weight (as Na) | mg/kg |  |
| Solids, Total | % |  |
| Solids, Total Volatile, Percent of Total | % |  |
| Oil and Grease, Total | mg/kg |  |
| List results of other required sampling parameters below:2 |  |  |
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1 Analysis of all nine parameters listed above are required for each waste stream generated at the facility, except for (1) sweet corn silage, which requires no analysis, and (2) analysis of “Oil and Grease, Total”, which is not required at facilities where oil and grease are not present in the waste stream.

2 Check approved sampling plan and permit; attach additional sheets if necessary.

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| **Estimated total quantity to be transferred per year:** |  |

**Note** that a maximum of 50,000 gallons, or up to 10% of the available volume of the structure, whichever is greater, is allowed to be transferred to each approved manure storage structure during each six-month period of the respective cropping year (winter period, summer/cropping period). A second transfer to the manure storage structure during a cropping year, if applicable, is also subject to a maximum of 50,000 gallons, or up to 10% of the available volume of the structure, whichever is greater. The “Transfer to Manure Storage” application form is required to be resubmitted and approved for an increase from 50,000 gallons/year to 10% of the storage structure, if the previous approval was for 50,000 gallons/year.

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| **Frequency of transfer** *(e.g., once/week, once/month, etc.):* |  | Will transfers occur year round?  Yes  No |

**Part 3 Storage Structure Information** (Complete the information below pertaining to the manure storage structure.)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Storage structure name or code: | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| This name or code should be used to identify the storage structure in all correspondence with the MPCA. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Location: | County | | |  | | | | | | | | | | | T | | |  | | | N, R |  | | | | W | | Sec |  | Quarter | | | |  |
| Type of structure: | | | Open-air basin/pit | | | | | | | Covered basin/pit | | | | | | | Under-barn basin/pit | | | | | | | | | | | | | | | | | |
| Type of liner: | | Earthen | | | | | Concrete | | | | Synthetic (HDPE or EPDM) | | | | | | | | | Steel | | | | Geo-synthetic clay (GCL) | | | | | | | | | Other | |
| Year of construction: | | | | | |  | | | Actively used to store manure? | | | | | | | | | | Yes  No | | | | | | If no, enter year of last use: | | | | | | |  | | |
| Volume of structure after accounting for 3 ft of freeboard: | | | | | | | | | | | | | |  | | | | | | | | | | | gal | | | | | | | | | |
| Note: structure volume is defined in the IBP permit as the total structure volume less three feet of freeboard. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Pumping frequency: | | | | | Once per year | | | | | | | Average volume: | | | |  | | | | | | | | | | | gal | | | | | | | |
|  | | | | | 2 or more times per year | | | | | | | | Average volume per event: | | | | | | | | | |  | | | | | | | | gal | | | |
| Note: IBP volume must not exceed 10% of the mixture at the time of land application. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Structure is anticipated to be compatible with the proposed industrial by-product?  Yes  No | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

**Part 4 Feedlot Officer Information and Approval**

This part must be completed by the county feedlot officer in delegated counties or appropriate Minnesota Pollution Control Agency (MPCA) feedlot staff member in non-delegated counties. Email the completed form to the [Water Quality Submittal Center](mailto:wq.submittals.mpca@state.mn.us).

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| County or MPCA official name: | | |  | | | | | | |
| Mailing address: | |  | | | | | | | |
| City: |  | | | State: |  | Zip code: |  | Phone: |  |
| Are there any reasons transfer to this structure should **not** be approved by the MPCA?  Yes (explain below)  No | | | | | | | | | |
| (e.g., unpermitted, noncertified, or inactive structure; mixture is more than 10% IBP at time of land application; structure is not compatible with IBP) | | | | | | | | | |
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| Print name: |  | | Title: |  | | |
| Signature of county or MPCA official: | |  | | | Date (mm/dd/yyyy): |  |

**Part 5 Certification** (Must **read** and **sign** below.)

I certify under penalty of law that I have personally examined and am familiar with the information contained 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.

**Principal executive officer/authorized agent** (Permitted facility)

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| Print name: |  | Title: |  | |
| Signature: |  | Date (mm/dd/yyyy): | |  |

**Feedlot owner**

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| Print name: |  | Title: |  | |
| Signature: |  | Date (mm/dd/yyyy): | |  |

**A copy of this signed form was submitted to city or township officials where the storage structure is located?  Yes  No**

If yes, complete the following information:

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| Name of City or Township: | | | |  | | | | | | | | |
| Name of Official notified: | | |  | | | | | | Date notified: | |  | |
| Address: | |  | | | | | | | | | | |
| City: |  | | | | State: |  | Zip code: |  | | Phone: | |  |