



## TRANSFER OF INDUSTRIAL WASTE PERMIT TO A NEW OWNER/OPERATOR

In accordance with the provisions of Item IV. K. of an industrial waste permit, this form may be used to submit advance notification of a change in ownership and request transfer of an industrial waste permit to a new owner/operator that will continue the same operations and processes. The new owner must submit this certification a minimum of 30 days prior to the date of the ownership change.

### To be completed by the new owner:

Applicant/Name of New Owner: \_\_\_\_\_

Permitted Facility Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Effective Date of Ownership Change: \_\_\_\_\_

Industrial Waste Permit No. \_\_\_\_\_

I certify that the above-named new owner:

- Has no intent to change the facility's operations or processes.
- Has received and reviewed Industrial Waste Permit No. \_\_\_\_\_ .
- Accepts full responsibility for complying with Industrial Waste Permit No. \_\_\_\_\_ .
- Understands that it must receive the City's written approval before the permit transfer is effective.

### CERTIFICATION STATEMENT

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 gather and evaluate the information submitted. 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 fine and imprisonment for knowing violations.

- I am a responsible corporate officer (see page 2 for definition)
- I am a general partner or proprietor and the applicant is a partnership or sole proprietorship

Signature of Authorized Representative: \_\_\_\_\_

Name of Authorized Representative: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**Definition of Authorized Representative - 40 CFR 403.12 (l) Reports shall be signed as follows:**

1. By a responsible corporate officer if the industrial user is a corporation. A responsible corporate officer means:
  - i. A president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or
  - ii. The manager of one or more manufacturing, production, or operating facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for control mechanism requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
2. By a general partner or proprietor if the Industrial User submitting the reports is a partnership or sole proprietorship, respectively.

**Submittal Instructions:**

Submit the “wet-ink” signed form to the address provided below a minimum of 30 days prior to the date of the change in ownership.

City of Houston  
Industrial Wastewater Service  
10500 Bellaire Blvd.  
Houston, Texas 77072

If you have any questions, please contact the Industrial Wastewater Service at 832-395-5800 or [neranga.gamage@houstontx.gov](mailto:neranga.gamage@houstontx.gov).

**Failure to provide advance notice of a change in ownership renders the industrial waste permit void as of the date of the change in ownership.**