

Alabama Department of Environmental Management
Deactivation Request Form for e-DMR/e-SSO

This form should be used to deactivate a Permittee's registration in ADEM's E2 Reporting System if the Permittee is no longer able or does not desire to continue to operate as an E2 Reporting System Permittee as described in the ADEM E2 Reporting System Permittee Participation Package. (Please note, this form is not for deleting individual E2 User Accounts. To delete an individual E2 User Account, please complete and submit an *ADEM Form 511: Permittee Registration Form for e-DMR/e-SSO*.) A Permittee may not deactivate its registration in ADEM's E2 Reporting System if it holds a permit that requires participation. Please review ADEM's E2 Reporting System Permittee Participation Package should you have any questions about completing this form. It is available on ADEM's website at <https://e2.adem.alabama.gov/NPDES>. Please send a hard copy of the completed form with original wet-ink signature to:

ADEM
 Attn: E2 Coordinator
 P O Box 301463
 Montgomery, AL 36130-1463

1a. Facility ID: _____	1b. Facility Name: _____
Note: The Facility ID can be located by clicking on "Associated Facilities" when logged into a Permittee's representative's E2 User Account.	
2. Permittee Name: _____	
3. Mailing Address (Line 1): _____	
4. Mailing Address (Line 2): _____	
5. Mailing Address (City, State, Zip): _____	
6. Office Phone No.: _____	7. eMail Address: _____
8. Requested Deactivation Date: _____	
Note: Unless prearranged with the E2 Reporting System Coordinator, please allow 30 days for processing.	

I request that the registration for the above identified Permittee's facility be deactivated in ADEM's E2 Reporting System. I certify that the Permittee does not currently hold any permits for this facility that require participation in ADEM's E2 Reporting System.

I understand that the Permittee is obligated to continue to use the E2 Reporting System to conclude any unfinished business (submitting or correcting reports) that involves reporting requirements during the time frame in which the Permittee was an active E2 Reporting System Permittee.

I understand that this request in no way changes the reporting requirements of the Permittee, and that the Permittee must continue to submit all DMR and/or SSO reports. This request is only an indication that the Permittee will no longer use the ADEM E2 Reporting System.

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this application and all attachments and that, based on my inquiry of those persons immediately responsible for obtaining the information contained in the application, I believe that the 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.

Name of Responsible Official or Duly Authorized Representative <i>(Type or print legibly)</i>	Signature	Date Signed
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Official Title
(Type or print legibly)

Note: This form may only be signed by a Responsible Official (RO) or Duly Authorized Representative (DAR), as specified in the ADEM Admin. Code.

For ADEM Use Only

	Name	Date		Date
Received By:			Deactivation:	
Approved By:				
E2 Updated:				