Annual Tank Inspection Report

**Instructions:** This form serves as an example of how to structure annual aboveground storage tank (AST) inspection reports. While it suffices as a complete report, facilities may also opt to submit their own individualized annual reports so long as the information below is incorporated. For facilities with tanks that exceed the quantity allowed for in the “Tank Summary” table, please be sure to begin a new table for the remaining tanks! The first page only needs to be completed once. Additionally, please ensure the tank number(s) written on this report correspond with those described on the AST Registration Form. Please submit this form no later than December 31st of each year to the Rhode Island Department of Environmental Management (RIDEM) Office of Emergency Response via email at **dem.ast@dem.ri.gov** (or, if preferred, by mail to RIDEM Emergency Response at 235 Promenade Street, Providence, RI 02908).

***Tips:*** *For the “Comments” section in the “Tank Summary” table on the second page, briefly include any deficiencies experienced with the tank and the subsequent corrective measures taken. Comments may be elaborated on in the “Other Comments” section located below the “Tank Summary” table if necessary. If there are no comments to report, the field may be left blank. All additional information regarding tank maintenance is also appreciated!*

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| **GENERAL INFORMATION** |
| OWNER or OPERATOR: | PHONE NUMBER: | YEAR of REPORT: |
| PRIMARY STREET ADDRESS: | CITY or TOWN: | STATE: | ZIP CODE: |
| **IMPORTANT UPDATES** |
| *For this section, please include any important updates to the facility such as any change in facility name, contact information or ownership status. If there are no updates to be reported, the field may be left blank:* |

Other Comments:

INSPECTOR SIGNATURE PRINT NAME DATE

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| **TANK SUMMARY** |
| **Tank ID Number** | **Comments** *(include any deficiencies, improvements or other maintenance conducted on the tank)* |
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Other Comments: