# Asbestos
## Annual Notice of Intent

### A. For Calendar Year: 
Annual notice of intent is for calendar year only

<table>
<thead>
<tr>
<th>B. Owner information and work schedule:</th>
<th>Work schedule:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Owner:</td>
<td>M</td>
</tr>
<tr>
<td>Mailing Address:</td>
<td>Phone No. 1:</td>
</tr>
<tr>
<td>City:</td>
<td>Phone No. 2:</td>
</tr>
<tr>
<td>Zip:</td>
<td></td>
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<tr>
<td>County:</td>
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<tr>
<td>Contact Person:</td>
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</tbody>
</table>

### B. Type of Material Anticipated to be Removed: Total amount of material abated can not exceed 259 in ft or 159 sq ft per structure per year

- **Thermal System Insulation:**
  - Boiler Insulation
  - Duct Insulation
  - HVAC Gaskets
  - Other Surfacing/TSI

- **Class II (Non-TSI/Surfacing):**
  - Fire Proofing
  - Paintings
  - Plaster/Acoustical
  - Other

- **Miscellaneous Materials:**
  - Ceiling Tile
  - Cement Board
  - Cement Pipe
  - Other

### D. List all site addresses for each structure, vessel and building included in this notification:

1. 
2. 
3. 
4. 
5. 
6. 
7. 
8. 

Attach additional information on a separate sheet(s) if necessary

### E. Training Requirements:
Asbestos work will be performed by:
- Certified Asbestos Contractor
- In House Staff
- Both

All asbestos project work shall be performed by persons trained and certified in accordance with the standards established by the Washington State Department of Labor and Industries, the federal Occupation Health & Safety Administration, or the United States Environmental Protection Agency, whichever has jurisdiction over the site where the work is performed.

### F. I do hereby certify that the information contained in this Annual Notice of Intent and supplemental data described herein is to the best of my knowledge, accurate and complete.

Signature
Date

Representing
Date

Reviewed By:

For Agency Use

Print Form
ANNUAL NOTICE OF INTENT - Instructions and Requirements

2015 Annual Fee: $750 General

REQUIREMENTS
A property owner may file one Annual Notice of Intent for asbestos projects to be conducted on one or more structures, vessels, or buildings during each calendar year if all of the following conditions are met:

1. A Notice is filed with the Agency prior to commencing any abatement activities, and
2. The total amount of friable asbestos-containing material for all asbestos projects (i.e., from each structure, vessel, building) in a calendar year is less than 260 linear feet or 160 square feet, and
3. The property owner submits quarterly written reports on Agency-approved forms within 15 days after the end of each calendar quarter.

Filing Instructions:
- An Annual Notice of Intent must be submitted on this form.
- Notices containing incomplete or incorrect information will be returned to the applicant.
- All structures, vessels, or buildings to be covered by the Annual notice must be listed on this form or attached to this form as supplemental information.
- BOX A: FOR CALENDAR YEAR
  Specify the current calendar year for which the annual is being submitted. Notices are not pro-rated from the date of submittal.
- BOX B: PROPERTY OWNER
  Specify the property owner’s name, complete mailing address (please print clearly, this will be the return mailing label), proposed work schedule, contact person, and the telephone number.
- BOX C: TYPE OF MATERIAL TO BE REMOVED
  Check the appropriate box(es) indicating the type(s) of asbestos-containing material that is typically involved in the asbestos project(s).
- BOX D: LIST ALL APPLICABLE STRUCTURES, VESSELS OR BUILDINGS
  List the site addresses, or specific location if no address is applicable, for all structures, buildings or vessels to be covered by the Annual Notice of Intent. In addition, include any names, numbers or other designations that help identify the structures, buildings or vessels.
- BOX E: TRAINING REQUIREMENTS:
  Check the appropriate box indicating who will be performing the asbestos removal projects under this notification.
- BOX F: SIGNATURE
  Sign the Annual Notice of Intent certifying the accuracy and completeness of the information provided on the form.

QUARTERLY REPORTS
Filing Instructions:
- Written Quarterly Reports must be submitted on Agency provided forms or in a format approved by the Control Officer.
- Quarterly Reports must only list those projects performed under the Annual Notice of Intent (DO NOT INCLUDE PROJECTS FILED UNDER SEPARATE NOTICES OF INTENT).
- If no asbestos removal occurred during the previous quarter, the Quarterly Report must be submitted to indicate that no removal has occurred.
- Each structure, building, or vessel on the Quarterly Report must be included on your Annual Notice of Intent.

ASBESTOS REMOVAL PROJECTS UNDERTAKEN
List the quarter and calendar year that you are filing for.
- FACILITY NAME (list the following):
  Specify the name, complete address and the telephone number of the facility. Specify the facility owner or Chief Executive Officer and site contact accompanied by the telephone number.
- PROJECT DATES
  Specify the starting and completion dates of each project completed during the quarter.
- JOB SITE ADDRESS OR LOCATION
  List the name and address of each building, structure or vessel where projects have been completed.
- ASBESTOS CONTRACTOR OR EMPLOYEE NAME(S)/CERTIFICATION NUMBER(S)
  List the name(s) and certification number(s) of the contractor or employee(s), where applicable, that performed the removal.
- QUANTITY REMOVED
  Specify (in linear or square feet) the amounts removed during the quarter being reported for, along with the Year-to-Date totals for the quarter so far (YTD totals do not apply to the 1st quarter).
- METHOD OF REMOVAL
  Describe what method(s) were used on each project to remove the asbestos (glove-bag, ceiling scrape, cut and wrap, etc.).
- COMPLIANCE PROCEDURES
  Describe what precautions were taken to control asbestos emissions on each project (negative-pressure enclosure, wetting, HEPA vacuum, etc.).
- ANTICIPATED ASBESTOS REMOVAL PROJECTS FOR NEXT QUARTER
  List the buildings you plan to work on in the upcoming quarter and the type(s) of project(s) planned.