

**15A NCAC 02P .0404 REQUESTS FOR REIMBURSEMENT**

(a) An owner, operator, or landowner may make a request for reimbursement only after the Department has determined that they are eligible for reimbursement. The reimbursement request shall include the following information, submitted on templates found on the Department's website at <https://deq.nc.gov/about/divisions/waste-management/ust/trust-fund>:

- (1) notarized certification of the costs;
- (2) notarized certification of payment to subcontractors, if applicable;
- (3) summary of work performed;
- (4) reimbursement payment information;
- (5) certification of remediation system installation, if applicable;
- (6) itemized breakdown of the requested reimbursement; and
- (7) supporting documentation of the itemized costs, such as the following:
  - (A) subcontractor invoices;
  - (B) correspondence from regulatory agencies;
  - (C) invoices;
  - (D) bills of lading;
  - (E) per diem receipts;
  - (F) field logs; and
  - (G) reports.

(b) Proof of completion of work and payment shall accompany any request for reimbursement, except when reimbursement is made jointly to the owner, operator, or landowner and either a provider of service or a third-party claimant.

(c) A request for reimbursement may be returned or additional information requested by the Department, if it is found to be incomplete.

(d) The Department shall reimburse an eligible owner, operator, or landowner for expenses following completion of any phase of cleanup work in accordance with the schedule allowed by G.S. 143-215.94E(e2).

(e) If any amount approved for reimbursement is less than the amount of reimbursement requested, the Department shall issue a written explanation of why the amount requested was not approved.

*History Note: Authority G.S. 143-215.3; 143-215.94B; 143-215.94E; 143-215.94G; 143-215.94L; 143-215.94T; 143B-282; Eff. February 1, 1993; Amended Eff. September 1, 1993; Readopted Eff. October 1, 2022.*