



Abandonment, Cancellation and De-Registration Request Form

to discharge waste under the *Environmental Management Act*

Permits, Approvals, Operational Certificates, Regulations and Codes of Practice

FORM REFERENCE CODE: EPD-EMA-A3.3

INSTRUCTIONS:

The abandonment and cancellation process does not require a preliminary meeting with Ministry staff. **This form may be used for submission of an abandonment, cancellation or de-registration request for Permits, Approvals, Operational Certificates, Registrations and Notifications for Regulations and Codes of Practice under the *Environmental Management Act*.**

It is preferred that this form is completed using a computer or typewriter. If completing this form by hand, please PRINT clearly.

Mandatory fields are marked with an asterisk (*). Please ensure all required fields are completed or the application form may not be accepted.

Sending the following completed information to the Ministry of Environment and Climate Change Strategy by email or mail to the address noted below constitutes submitting an abandonment, a cancellation or a deregistration request to a Director under the Act.

Under the *Environmental Management Act*, SBC 2003, c. 53 (the "Act"), a person is prohibited from introducing waste into the environment except in compliance with the Act and any applicable regulations.

This form can be submitted to the Ministry of Environment by email (preferred), by mail or by courier.

Mail or Email	Courier
Environmental Protection Division Business Services PO Box 9377 Stn Prov Govt Victoria, BC V8W 9M6 Email: PermitAdministration.VictoriaEPD@gov.bc.ca	Ministry of Environment & Climate Change Strategy Environmental Protection Division Business Services 3rd Floor, 525 Superior Street Victoria, BC V8V 0C5

Section 1: Purpose of Application

Cancellation	In accordance with section 18 of the Environmental Management Act a director may cancel a permit or approval if the holder of the permit or approval requests that the permit or approval be cancelled. The cancellation of a permit or approval becomes effective once a director has authorized the cancellation.
Abandonment	In accordance with section 20 of the Environmental Management Act a person to whom a permit or approval has been issued may abandon the permit or approval by sending or delivering to a Director notice that the person elects to abandon the permit or approval. The abandonment of a permit or approval becomes effective once the notice of abandonment is received by a Director.
De-Registration	A person who is registered or has provided notification in accordance with a Regulation or a Code of Practice may submit written notice to a Director requesting de-registration.

For a change in ownership (transfer) of a permit, approval or operational certificate, please use Change in Ownership (transfer), Name and/or Address Form EPD-EMA-A2. For all other registrations and notifications, please use the corresponding application form.

*Application Type (check one)	Abandonment	1
	<input type="checkbox"/> Abandon Permit <input type="checkbox"/> Abandon Approval	
	Cancellation	
	<input type="checkbox"/> Cancel Permit <input type="checkbox"/> Cancel Approval <input type="checkbox"/> Cancel Operational Certificate	
	De-Registration	
	<input type="checkbox"/> De-Register under a Regulation Regulation:	
	<input type="checkbox"/> De-Register under a Code of Practice Code of Practice for:	
*Authorization Number		2

Section 2: Owner Information (“the Owner”)

This must be the name of the company or person seeking abandonment, cancellation or de-registration, NOT an Agent acting on their behalf.

*Company Legal Name <i>as registered with the BC Registrar of Companies</i>				1
OR * Individual’s Full Legal Name				2
Doing Business As <i>if applicable</i>				3
Incorporation Number <i>as registered with the BC Registrar of Companies (if applicable)</i>				4
*Contact Numbers <i>e.g. (999) 999-9999</i>	Phone	Mobile		5
*Email Address <i>generic company email address</i>				6
*Legal Address <i>as registered with BC Registrar of Companies</i>	Unit # / Street			7
	City	Province	Postal Code	8
	<input type="checkbox"/> Same as Legal Address			9
*Mailing Address <i>if different from above</i>	Unit # / Street			10
	City	Province	Postal Code	11
	<input type="checkbox"/> Same as Mailing Address <input type="checkbox"/> Same as Legal Address			12
*Billing Address <i>if different from above</i>	Unit # / Street			13
	City	Province	Postal Code	14

Section 3: Authorized Agent ("the Agent")

The Owner may authorize an Agent to deal with the Ministry directly on future aspects of this authorization. This section must be completed in full if an Agent is used. An Agent is a person who is not an employee of the Owner.

Agent's Company Legal Name <i>as registered with the BC Registrar of Companies</i>				1
Doing Business As <i>if different than above</i>				2
Agent's Last Name				3
Agent's First Name				4
Agent's Title				5
Mailing Address	Unit # / Street			6
	City	Province	Postal Code	7
Contact Numbers <i>e.g. (999) 999-9999</i>	Phone	Mobile		8
Email Address				9

In this section:

"Owner" means the applicant as identified in section 2 of this registration form;

"Agent" means the Agent as identified in section 3 of this registration form.

I/we (the Owner) hereby authorize the above-named Agent to deal with the Ministry directly on all aspects of this application. I/we (the Owner) understand and agree with the terms and conditions in Section 6 of this form.

Owner's Full Name <i>NOT the Agent</i>				10
Date signed				11
Signature of the Owner				12

Section 4: Application Information

Reason(s) why authorization is no longer required:

<p>*Facility has no active discharge to the environment</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>1</p>
<p>*Business/Facility/Operation has ceased to exist</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>2</p>
<p>*Business/Facility/Operation is no longer identified in either Schedule 1 or 2 of the Waste Discharge Regulation</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>3</p>
<p>Other reasons for cancellation</p>		<p>4</p>
<p>*Is there security associated with this Authorization that is to be returned?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No If yes, amount \$</p>	<p>5</p>

Section 5: Declaration and Signature

Please carefully read the following before placing your signature.

By completing this application for an authorization, the Applicant understands and agrees with the following terms and conditions:

1. In this section:

“Applicant” means the applicant/registrant as identified in section 2 of this registration form;

“Director” means any statutory decision maker under EMA;

“EMA” means the *Environmental Management Act*, S.B.C. 2003, c. 53, as amended or replaced from time to time;

“FOIPPA” means the *Freedom of Information and Protection of Privacy Act*, R.S.B.C. 1996, c. 165, as amended or replaced from time to time;

“Province” means Her Majesty the Queen in Right of British Columbia;

“Regulatory Document” means:

- a) this registration form,
- b) any document that the Applicant submits or causes to be submitted to the Province or the Director in support of this registration, and
- c) any document that the Registrant submits or causes to be submitted to the Director or the Province pursuant to
 - i. any regulation made under EMA that regulates the facility described above or the discharge of waste from that facility; or
 - ii. any order issued under EMA directed against the Applicant that is related to the facility described above or the discharge of waste from that facility.

2. In consideration of the Province receiving this registration form, subject to paragraph 3, the Registrant hereby irrevocably authorizes the Province to publish on the B.C. government website the entirety of any Regulatory Document.

3. Despite paragraph 2, if the Registrant clearly identifies on the face of a Regulatory Document that the Regulatory Document, or clearly identified portions of it, are confidential and provides in writing with the document a rationale for why the document or portion thereof could not be disclosed under FOIPPA, the Registrant does not consent to the Province publishing the document or any portion of it if, in the opinion of the Director, the document or portion could not be disclosed under FOIPPA, if it were subject to a request under section 5 of FOIPPA.

4. In consideration of the Province receiving this application, the Registrant agrees that it will indemnify and save harmless the Province and the Province’s employees and agents from any claim for infringement of copyright or other intellectual property rights that the Province or any of the Province’s employees or agents may sustain, incur, suffer or be put to at any time that arise from the publication of a Regulatory Document.

5. The Registrant certifies that the information provided in this registration form is true, complete and accurate, and acknowledges that the submission of insufficient information may result in this registration being returned causing delays in the registration review process.

*Name of Applicant or Agent (print)	*Signature of Applicant or Agent	*Date