



**Registration Application
Lead-Acid Battery Facilities**

Year Covered

Check One:

New

Renewal

If Renewal, Facility ID#: _____

Check all that apply:

Collection Facility

Recycling Facility

Recoverec Materials Processing Facility

Owner/Operator:

Name: _____

Mailing Address: _____

Telephone Number: (_____) _____

E-mail Address: _____

Cell Phone: _____

Location: (Attach additional sheets as necessary.)

Name: _____

Address: _____

E-mail Address: _____

Telephone Number: (_____) _____

Contact Name: _____

I hereby certify (or declare) that all information submitted in conjunction with this Registration is true to the best of my knowledge and that I am authorized to sign official documents for the applicant.

Signature: _____ Date: _____

Print Name and Title: _____

Changes to any of this information requires this application to be updated. Renewal application must be recieved annually prior to March 1st. Maintain a copy of this for your records.

Submit the original to:

SCDHEC - BLWM
Division of Compliance and Enforcement
ATTN: Lead-Acid Battery Facility Registration
2600 Bull Street
Columbia, SC 29201

Instructions for Completing DHEC 2733 South Carolina Registration Application Lead-Acid Battery Facilities

PURPOSE: All Lead-Acid Battery Collection, Recycling and Recovered Material Processing Facilities shall register with the Department to accept lead-acid batteries and / or small sealed lead –acid batteries. This registration form is used to submit to the Department the name and location of the facility and the name, address and telephone number, email address and the cell phone number of the owner and/or operator of the facility. Registrations shall be renewed no later than March 1 of each calendar year.

Renewals - use this form to report any changes during the last Calendar year (CY) - (January 1st – December 31th) to the name and location of the facility and the name, address and telephone number, email address and the cell phone number of the owner and/or operator of the facility.

In order to maintain your registration by renewal, It's required by the Department, that this Form must be submitted, no later than March 1 of each calendar year. No allowances are made even if there are no changes to the location or/to the owner and/or operator's contact information. This is a single page form.

EXPLANATION AND DEFINITION:

All Lead-Acid Battery Collection, recycling and recovered material processing facilities shall register with the Department to accept lead-acid batteries and/ or small sealed lead –acid batteries. Registrations shall be renewed no later than March 1 of each calendar year.

ITEM BY ITEM INSTRUCTIONS – Print or type – Please enter:

1. The year covered by this report
2. Check mark indicating if it is New or a Renewal Registration
3. Fill in the facility's ID number
4. Check mark indicating if it is a Collection, Recycling or Recovered Materials Processing Facility
5. The complete name of the Facility submitting the annual report
6. The facility's Mailing Address
7. The facility's Telephone Number
8. The facility's Email Address
9. The facility's manager's name
10. Location Name if different than of the Owner/Operator
11. Location Address phone number and email address.
12. Contact Person's Name and their cell phone number
13. Signed and dated by an authorized representative.

OFFICE MECHANICS AND FILING:

It is the Lead-Acid Battery Facilities registration holder's responsibility to maintain proof of the history outlined the annual report for a minimum of three (3) years. The information contained in this report may be subjected to public review through the Freedom of Information (FOI) Office.

Number each page then enter the total number of pages being sent . For example, if 3 pages are sent, label the pages: page 1 of 3, page 2 of 3 and page 3 of 3. Please make sure the Facilities name is on the top of each page.

Please mail, fax or email the signed form to the one of the following locations. It is not necessary to follow it up by mailing the original - please just keep it on file. If I need an extra copy I will let you know.

Lead-Acid Battery Facilities Annual Report
SCDHEC - BLWM
Division of Compliance and Enforcement
2600 Bull Street
Columbia, SC 29201
Phone 803-898-0495
Fax 803-898-1415
krausmc@dhec.sc.gov