Notice of Termination (NOT) Form

Part VII.B of Delaware's Stormwater Multi-Sector General Permit (DE 0051225) requires you to use the NPDES eReporting Tool, or "NeT," to prepare and submit your Notice of Termination (NOT). However, if the Department of Natural Resources and Environmental Control (DNREC) grants you a waiver to use a paper NOT form, and you elect to use it, you must complete and submit the following form.

Submission of this Notice of Termination constitutes notice that the operator identified in Section B of this form is no longer authorized to discharge pursuant to the NPDES Multi-Sector General Permit (MSGP) from the facility identified in Section D of this form. All necessary information must be included on this form. Refer to the instructions at the end of this form.

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NPDES Notice of Termination (NOT) Form
3-GP.SW.NOT/27
Revised 2026.11.18

State of Delaware Department of Natural Resources and Environmental Control (DNREC)

Notice of Termination (NOT) Form for Stormwater Discharges Associated with Industrial Activity Under the National Pollutant Discharge Elimination System (NPDES) Stormwater Multi-Sector General Permit (MSGP) for Discharges of Stormwater Associated with Industrial Activity

State Permit Number: WPCC 3035/20

NPDES Permit Number: DE 0051225

Exp. Date: MM/DD/YYYY

Submission of this Notice of Termination constitutes notice that the operator identified in Section B of this form is no longer authorized to discharge pursuant to Delaware's NPDES Multi-Sector General Permit (MSGP) from the facility identified in Section D of this form. All necessary information must be included on this form. Refer to the instructions at the end of this form.

An authorization to discharge under this permit terminates at midnight of the day that the permittee is notified their complete NOT has been processed. If the permittee submits a NOT without meeting one or more of the conditions in Part I.E., then the NOT is not valid. Until the permittee terminates permit coverage, they must comply with all conditions and effluent limitations in the permit.

Approval to Use Paper NOT Form

1. Have you been granted a waiver from electronic reporting DNREC*?
☐ YES ☐ NO

If yes, check which waiver you have been granted, and provide the name of the DNREC staff person who granted the waiver and the date of approval:

Waiver Granted:
☐ The owner/operator's headquarters is physically located in a geographic area (i.e., ZIP code or census tract) that is identified as under-served for broadband Internet access in the most recent report from the Federal Communications Commission.

☐ The owner/operator has issues regarding available computer access or computer capability

Name of DNREC staff person that granted the waiver: _____

Date the waiver was obtained: ___/___/____

*** Note: You are required to obtain approval from DNREC prior to using this paper NOT form. If you have not obtained a waiver, you must file this form electronically using the NPDES eReporting Tool (NeT) at https://www.epa.gov/npdes/stormwater-discharges-industrial-activities-ereporting**

Permit Information

Facility Name: _____

Date of Authorization: _____/_____/_____

NPDES ID: _____

Reason for Termination:

☐ A new owner or permittee has received authorization to discharge under this permit for the facility.

☐ Operations have ceased at the facility and/or there are not or no longer will be discharges of stormwater associated with industrial activity from the facility, and the permittee has already implemented necessary sediment and erosion controls.

☐ The facility is Sector G, H, or J and has met the applicable termination requirements.

☐ The permittee obtained coverage under an individual or alternative general permit for all discharges required to be covered by a NPDES permit unless the Department terminates coverage.

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A. Facility Owner Information

Owner Name: _____

Ownership Status: _____

Status as a Federal, State, private, public, or other entity: _____

Mailing Address:
Street: _____

City: _____ State: _____ Zip Code: _____

Owner Point of Contact Information:
First Name, Middle Initial, Last Name: _____

Title: _____ Phone: _____

Email: _____

B. Facility Operator Information (Complete if the Operator is not the Owner)

Operator Name: _____

Ownership Status: _____

Status as a Federal, State, private, public, or other entity: _____

Mailing Address:
Street: _____

City: _____ State: _____ Zip Code: _____

Operator Point of Contact Information:
First Name, Middle Initial, Last Name: _____

Title: _____ Phone: _____

Email: _____

C. NOT Preparer's Information (Complete if NOT was prepared by someone other than the certifier)

Preparer's Organization Name: _____

Organization Address:

Street: _____

City: _____ State: _____ Zip Code: _____

Preparer Point of Contact
First Name, Middle Initial, Last Name: _____

Title: _____ Phone: _____

Email: _____

D. Facility Information

1. Facility Name: _____

2. Facility Address:

Street: _____

City: _____ State: _____ Zip Code: _____

County: _____

3. Mailing Address:
Street: _____

City: _____ State: _____ Zip Code: _____

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E. Certification Information

I certify under penalty of law this document and all attachments were prepared under my direction, or supervision, in accordance with a system designed to assure that qualified personnel gathered and evaluated the information submitted. Based upon my inquiry of the person(s) directly responsible for gathering the information, the information is, to the best of my knowledge, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for willful violations.

Signature: _____

Date: _____/_____/_____

First Name, Middle Initial, Last Name: _____

Title: _____ Phone: _____

Email: _____

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Instructions for Completing DNREC Form 3-GP.SW/25

NPDES Notice of Termination (NOT) for Stormwater Discharges Associated with Industrial Activity Under the NPDES Multi-Sector General Permit

Who Must File an NOT Form
Permittees currently covered by Delaware's NPDES Stormwater Multi-Sector General Permit (MSGP or permit) must submit a Notice of Termination (NOT) within 30 days after one or more of the following conditions have been met:

1. A new owner or permittee has received authorization to discharge under this permit for the facility; or
2. Operations have ceased at the facility and/or there are not or no longer will be discharges of stormwater associated with industrial activity from the facility, and the permittee has already implemented necessary sediment and erosion controls; or
3. The facility is Sector G, H, or J and has met the applicable termination requirements; or
4. The permittee obtained coverage under an individual or alternative general permit for all discharges required to be covered by a NPDES permit unless the Department terminates coverage.

See the MSGP Part I.E for more information.

Completing the Form
Obtain and read a copy of the MSGP, viewable at https://dnrec.delaware.gov/water/commercial-government/npdes/industrial-stormwater/. To complete this form, type or print, using uppercase letters, in the appropriate areas only. Please place each character between the marks. Abbreviate if necessary to stay within the number of characters allowed for each item. Use only one space for breaks between words, but not for punctuation marks unless they are needed to clarify your response. **Please submit the original document with a signature in ink. Do not send a photocopied signature.**

Approval to Use Paper NOT Form
You must indicate whether you have been granted a waiver from electronic reporting from DNREC. Note that you are not authorized to use this paper NOT form unless DNREC has approved its use. Where you have obtained approval to use this form, indicate the waiver that you have been granted, the name of the DNREC staff person who granted the waiver, and the date that approval was provided.

Permit Information
You must provide the unique NPDES ID (i.e., permit tracking number) for the permit your facility is covered under.

Indicate your reason for submitting t his NOT by checking t he appropriate box. Check only one box (see MSGP Part 1.4.2 for more information).

Section A-C. Facility Owner Information
Provide the legal name of the person, firm, public organization, or any other entity that owns the facility described in this NOT. If the owner is not the operator, provide the same for the operator. An operator of a facility is the legal entity that controls the operation of the facility. Refer to Appendix A of the permit for the definition of "operator". Provide the owner and operator's mailing address, phone number, and e-mail. Correspondence for the NOT will be sent to the operator's address. Also provide the name and title for the operator point of contact (note that the point of contact name may be the same as the operator name).

If the NOT was prepared by someone other than the certifier (for example, if the NOT was prepared by the facility SWPPP contact or a consultant for the certifier's signature), include the full name, organization, phone number, and e-mail address of the NOT preparer.

Section D. Facility Information
Enter the official or legal name and complete address, including city, state, ZIP code, and county or similar government subdivision of the facility. If the facility lacks a street address, indicate the general location of the facility (e.g., Intersection of State Highways 40 and 1). Complete facility information must be provided for permit coverage to be granted.

Section I. Certification
Certification statement and signature as described in Part IX of the MSGP. Enter certifier's printed name, title and email address. Sign and date the form. (CAUTION: An unsigned or undated NOT form will prevent the granting of permit coverage.) Federal statutes provide for severe penalties for submitting false information on this application form. Federal regulations require this application to be signed as follows:

For a corporation: by a responsible corporate officer, which means: (i) a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or (ii) the manager of one or more manufacturing, production, or operating facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

Modifying Your NOT
If you have been granted a waiver from DNREC from electronic reporting, and if after submitting your NOT you need to correct or update any fields on this NOT form, you may do so by indicating changes on this same form.

Submitting Your Form
If you have been granted a waiver from DNREC to submit a paper NOT form, you must send your NOT by mail to one of the following addresses:

SUBMIT THE NOT FORM TO:

DNREC, Division of Water
Commercial and Government Services Section
89 Kings Highway, Dover, DE 19901

Additional information and forms are available at
Industrial Stormwater Runoff - DNREC Alpha (delaware.gov)

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