

## Dry Cleaners: Annual Hazardous Waste and Air Quality Compliance Report



State of Oregon  
Department of  
Environmental  
Quality

### Land Quality Division Environmental Cleanup Dry Cleaner Program

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Program Coordinator:  
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### Background

All dry cleaning operators and/or owners of dry cleaner businesses are required to report to the Oregon Department of Environmental Quality (DEQ) regarding compliance with waste minimization and air quality requirements. Each year in December, DEQ sends reporting forms to be filled out by each dry cleaner and an air quality compliance calendar for the coming year.

Complying with the requirements described in this fact sheet is necessary for your facility to be eligible to be cleaned up using funds from the Dry Cleaner Environmental Response Account.

### Who must submit a dry cleaner annual report to DEQ?

You must report to DEQ if you:

- Are a dry cleaning facility offering dry cleaning services to the general public.
- Use dry cleaning solvents such as, perchloroethylene (perc), petroleum, or other non-aqueous solvents.

### Do dry stores need to report?

Yes. Dry stores must complete the Dry Store Registration Verification Report. This report is also mailed to operators in December each year.

### Who does not need to submit a dry cleaner annual report to DEQ?

You do not report your hazardous waste activities if you:

- Operate only a wet cleaning system.
- Provide in-house dry cleaning services only (i.e., hotel, university or other institution).
- Operate a dry cleaning facility located on a military base.
- Operate a uniform service or a linen supply facility.
- Generate hazardous waste, but are not a dry cleaner.

### Are there other times to notify DEQ?

Yes. Any business that either dry cleans clothes from the public or accepts clothes from the public for dry cleaning must notify DEQ within 60 days of any of the following changes:

- Opening a new dry cleaning or dry store business.

- Closure of an existing dry cleaning or dry store business.
- Change of property ownership.
- Change of dry cleaning business owner/operator or dry store owner/operator.
- Sale of a dry cleaning business.

### What information is included in the annual report?

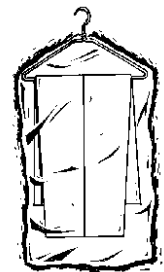
The annual report contains sections that the dry cleaner must complete to:

- Verify that preprinted information DEQ has about your facility is correct.
- Make a determination on your generator status.
- State amount and type of solvent purchased during the year.
- Report the quantity and management of still bottoms, filters and solvent-contaminated wastewater.
- Provide information about your dry cleaning machine.
- Report air quality monitoring and logs for perc solvent users.
- Submit one month's air monitoring log from the dry cleaner compliance calendar along with the annual report.

### What documentation do I need?

You will find the following documents helpful in completing your annual dry cleaner report:

- Records of hazardous waste generated or accumulated.
- Hazardous waste manifests or other receipts from your hazardous waste hauler.
- Dry Cleaner Compliance Calendar (for dry cleaners using perc).
  - Monthly log of perc purchases.
  - Weekly spill/leak detection log.
  - Weekly temperature monitoring of refrigerated condenser log.



### How do I use the Dry Cleaner Compliance Calendar provided by DEQ?

The calendar provided annually by DEQ is the framework for capturing the following:

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- All environmental reporting information for hazardous waste generation, solvent purchases, leak detection, refrigerated condenser temperature.
- Shows compliance with refrigerated condenser temperature monitoring and leak inspections/repairs.
- Summarizes regulatory requirements.
- Provides a permanent record for your file.
- Includes important telephone numbers.
- Reminders of dates for fee payment, temperature logging, leak inspection, annual reporting, display the dry cleaner certification issued by the Department of Revenue.

### What if DEQ does not send me a dry cleaner annual report?

If you have not received a report from DEQ in Portland by Jan. 10, contact Ed Patnode at 503-229-6783 or call toll-free in Oregon at 1-800-452-4011.

The dry cleaner annual report is available in English, Korean and Vietnamese. DEQ attempts to send you the report in the language with which you are most familiar. Please request a report in the language you prefer.

### What if I need help to complete the annual report?

If you have any questions about completing the annual report, please call Ed Patnode at 503-229-6783, or toll-free in Oregon at 1-800-452-4011.

### When and where do I submit the completed annual report?

The Dry Cleaner Annual Report is due back to DEQ on March 1. Upon written request and reasonable justification, DEQ may grant a 30-day extension to the reporting deadline.

Submit the completed report to:  
Oregon DEQ  
Dry Cleaner Program  
811 SW 6<sup>th</sup> Ave.  
Portland, OR 97204-1390

**Note:** You are required to keep any records that are part of air quality reporting for five (5) years. It is a good idea to keep copies of reports permanently because they may be useful in answering questions of insurance, eligibility, or liability.

### Who do I call with questions?

If you have any questions about the Dry Cleaner Program, call Dick De Zeeuw, Portland, at 503-229-6240, or toll-free in Oregon at 1-800-452-4011.

### Dry cleaner fact sheets and rules available from DEQ

- Oregon Dry Cleaner Program Overview for Dry Cleaners
- Dry Cleaners: Overview of Environmental Requirements
- Dry Cleaners: Hazardous Waste Management
- Dry Cleaners: Wastewater Management
- Dry Cleaners: Containment Under and Around Dry Cleaning Systems
- Dry Cleaners: Annual Hazardous Waste And Air Quality Compliance Report
- Dry Cleaners: Reporting Releases of Dry Cleaning Solvent
- Dry Cleaners: Delivery of Perchloroethylene Solvent
- Dry Cleaner Program Environmental Response Claim and Claim Form
- Dry Cleaners and Air Quality Requirements
- Emergency Information (poster)
- Change of Dry Cleaning Activity Form
- Dry Cleaner Rules (OAR 340-124)

To request a copy of any or all of these fact sheets, please call 503-229-6783 or toll-free in Oregon 1-800-452-4011.

You can also find this information at DEQ's dry cleaner Web site at:

[www.deq.state.or.us/lq/cu/drycleaner/index.htm](http://www.deq.state.or.us/lq/cu/drycleaner/index.htm)

### Alternative Formats

*Alternative formats of this document (such as large type or Braille) can be made available. Contact DEQ's Office of Communication and Outreach, Portland, for more information at 503-229-5696.*

*Fact sheets are also available in Korean & Vietnamese. For copies, contact Ed Patnode, in Portland, at 503-229-6783.*

