

**NEW JERSEY ECONOMIC DEVELOPMENT AUTHORITY
PETROLEUM UNDERGROUND STORAGE TANK (“PUST”) PROGRAM
RESIDENTIAL NON-LEAKING TANK GRANT APPLICATION**

Application Checklist

Did you include?

Individual (Homeowner/Residential) Applicants

For Conditioned-approval:

- ___ Application
- ___ \$250 non-refundable application fee made payable to NJEDA
- ___ Signed Frequently Asked Questions
- ___ Personal Financial Statement
- ___ Last 3 years Personal Federal Income Tax Returns (include all schedules)

Within 45 days of receipt of conditioned-approval:

- ___ Invoices (not proposals) from Contractors (removal & replacement costs separated and must include size of tanks)
 - ___ Paid invoices and/or cancelled checks, if applicable
 - ___ Attachment A (General Non-Leaking Tank Certification)
 - ___ Contractor Non-Leaking Tank Certification form completed by DEP Certified UST Firm
 - ___ Financial Assistance Agreement
 - with lien- if project site is not applicant’s residence
 - without lien- if project site is applicant’s residence
 - ___ Copy of the Deed
 - ___ If the project site is tenant occupied or a business is operated at project site (even partially), a Tax Clearance Certificate from the Division of Taxation
-

Business & Not for Profit Applicants

- ___ Application
- ___ \$500 non-refundable application fee made payable to NJEDA
- ___ Invoices (not proposals) from Contractors (removal & replacement costs separated and must include size of tanks)
- ___ Paid invoices and/or cancelled checks, if applicable
- ___ Contractor Non-Leaking Tank Certification form by DEP Certified UST Firm
- ___ Financial Assistance Agreement (with lien)
- ___ Copy of Deed
- ___ Signed Frequently Asked Questions
- ___ 501 (c) (3) Not-For-Profit entities
 - 501(c)(3) IRS Determination Letter
 - tax exempt certificate
 - certification that they employ no more than 100 paid employees
- ___ Business or Not-For-Profit (not 501(c)(3) entities)
 - Last 3 years Business Federal Income Tax Returns or Profit & Loss statements
 - Balance Sheet or Personal Financial Statement of the Corporation or LLC
 - Last 3 years Personal Federal Income Tax Returns & Personal Financial Statement of owner (sole proprietorship)
- ___ Tax Clearance Certificate from the Division of Taxation

10/09