



**State of Oregon**  
**Department of Environmental Quality**  
 700 NE Multnomah St, Suite 600  
 Portland, Oregon 97232

State of Oregon  
 Department of  
 Environmental  
 Quality

**For DEQ Use Only**  
 Date Received  
 Stamp

## 1400A General Permit Annual Report Form

### A. Applicant Information

1. Facility Name:	2. WQ File No:	3. Reporting Year:
4. Facility Contact Name:		
Facility Physical Address:		
City:	State:	Zip Code: County:
Mailing Address:		
City:	State:	Zip Code:
Email Address:		Telephone #:
5. Responsible Official:		Title:
Mailing Address:		
City:	State:	Zip Code:
Email Address:		Telephone #:

### B. Required Information

6. Wineries - Cases of wine produced during the reporting year:

7. Land application data:

Parameter	Units	April	May	June	July	Aug	Sept	Oct	Nov	year total
Days discharging	days									
Total flow	gallons									
Irrigated acres	acres									-----
Irrigation Rate	gal/ac									-----
Volume of solids	lbs									
Acres for solids	acres									

Attach additional documentation to describe the following:

8. A description of any significant changes at your facility associated with creating or utilizing process wastewater.

9. A description of any system failure associated with utilizing process wastewater.

10. Figure showing the land application area for process wastewater and solids.

### C. Signature of Legally Authorized Representative

I hereby certify that the information contained in this report is complete, true, correct and representative of the wastewater produced at this facility to the best of my knowledge and belief. I am aware that there are significant penalties, including the possibility of fines and imprisonment for submitting false information or failing to notify DEQ once an error is identified.

\_\_\_\_\_  
Name of Legally Authorized Representative (Type or Print)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of Legally Authorized Representative

\_\_\_\_\_  
Date

### WPCF 1400A General Permit Annual Report Instructions

#### A. Applicant Information:

1. Enter the legal name of the facility. This is the name listed on the permit.
2. Enter the file number identified on the permit cover page.
3. Enter the calendar year the data was collected.
4. Enter the facility contact and physical location of the facility (may not necessarily be mailing address), including city, state, zip code, and county. Include appropriate email address and phone number.
5. Enter information for the Responsible Official. The Responsible Official is the person that receives official correspondence from DEQ, such as renewal notices or notices of noncompliance, and may be contacted if there are questions about this annual report.

#### B. Required Information:

6. For wineries. Provide the total number of cases of wine produced during the reporting year.
7. Provide a monthly summary and annual total of your daily data in the appropriate box. Provide your data using the identified units. If more than one sample is collected in a given month the results of the sampling are to be averaged and entered in the appropriate location. (Maintain records of your daily data at your facility so they are available upon request. Do not submit your daily data with this report.)
  - Days discharging – number of days material was land applied.
  - Total flow – the total gallons of process wastewater land applied.
  - Irrigated acres - total acres of land irrigated with process wastewater each month and yearly total. Total acreage receiving process water.
  - Irrigation rate – the total gallons of wastewater land applied each month divided by the total acres irrigated with process wastewater.
  - Volume of solids – the total weight of process waste solids beneficially land applied.
  - Acres for solids – the total acres of land that received process waste solids.
8. Provide a brief description of changes to your wastewater production and processing during the reporting year. Attach additional pages as needed.
9. Provide a description of system failures or major maintenance activities that occurred during the reporting year.
10. Provide a figure showing the locations of land application of process wastewater and process solids. This figure can be drawn on a print out of a downloaded aerial photograph, map, or other graphical and to scale representation of your facility. Clearly indicate what was land applied and where the material was applied.

**C. Signature Of Legally Authorized Representative:**

The signature of a legally authorized representative must be provided with this annual report. This must be a hand written signature of a legally authorized representative, not stamped.

**Definition of Legally Authorized Representative:**

- ◆ **Corporation** – President, secretary, treasurer, vice-president, or any person who performs principal business functions; or a manager of one or more facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million that is authorized in accordance to corporate procedure to sign such documents.
- ◆ **Partnership** – General partner.
- ◆ **Sole Proprietorship** – Owner.
- ◆ **City, County, State, Federal, or other Public Facility** – Principal executive officer or ranking elected official.
- ◆ **Limited Liability Company** – Member.
- ◆ **Trusts** – Acting trustee.

**Report Submittal:**

Please see the regional offices below to determine where to send this report.

**Send this form to the appropriate DEQ regional office:**

DEQ Northwest Region 700 NE Multnomah St., Suite 600 Portland, OR 97232-41007 503-229-5263 or 1-800-452-4011	DEQ Western Region 4026 Fairview Industrial Dr. Salem, OR 97302-1142 503-378-8240 or 1-800-349-7677	DEQ Eastern Region 800 SE Emigrant Ave., Suite 330 Pendleton, OR 97801-2717 541-276-4063 or 1-800-304-3513
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