**Memorandum**

**TO:** Carrie L. Kruchell, P.G., Environmental Manager,

Brownfields & CERCLA Administration, [Carrie.L.Kruchell@floridadep.gov](mailto:Carrie.L.Kruchell@floridadep.gov)

**Through:**  <Name>, <Title>

<Section>, <District (as applicable)>

**FROM:** <Name>, <Title>

<Section>, <District (as applicable)>

**SUBJECT:** CERCLA Site Screening Request

<Site Name>

<Site Address>

<Site City>, <Site County>

<Parcel ID #>

COMET Site ID#: <COM\_>

<Other Site ID #s:>

<OGC #>

**DATE:** <Date>

<Include a brief description of the site and attach figures depicting the contamination, release, or suspected release at the site, if available>.

The site is being referred to CERCLA Site Screening (CSS) for the following reason(s). <Check applicable boxes>

|  |  |
| --- | --- |
| **Reasons:** | **Site Conditions:** |
| ☐ No known viable potential responsible party (PRP) | ☐ Monitoring well(s) contaminated  ☐ Soil contamination exists |
| ☐ PRP not responsive | ☐ School/Day Care nearby |
| ☐ Citizen complaint | ☐ Surface water nearby |
| ☐ Municipal well(s) contaminated | ☐ Release/suspected release |
| ☐ Drums or tanks or other containers exist | ☐ List contaminants of concern if known: |
| ☐ Existing file data too old for enforcement |  |
|  |  |
|  |  |

**PRP Information** (if known)**:**

PRP Name:

PRP Address:

PRP Telephone #:

OGC PRP Determination Made? ☐ Yes (attach determination memorandum)

☐ No (request PRP determination)

**Notes:**

**1:** All State Funded Cleanup referral sites must be screened by CSSS prior to acceptance.

**2:** Sites referred for CSS are subject to EPA’s approval and may not be worked on right away due to budget constraints.

**3:** Exclusions from CERCLA Response Action:

1. Petroleum and a limited category of radioactive materials are excluded by CERCLA rule section 101(14) & (33) and section 101(22), respectively.
2. Active RCRA corrective action sites are excluded because CERCLA was intended to address regulatory gaps left by RCRA.

ec:

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