Date:

Mr./Mrs. RP’s full name

Address

City, State Zip

Email address

Re: Interim Source Removal Report

OER Incident#

Pollutant:

Location:

Date of Incident:

Dear [Mr. or Ms. or . . .] [Property Owner’s Last Name]:

The Florida Department of Environmental Protection (DEP),       District Office of Emergency Response (OER), has reviewed the document titled Interim Source Removal Report (ISRR) dated [Date] (received [Date]), [(if applicable) along with supplemental information dated through [Date] (received through [Date]),] for the incident referenced above. The documents submitted meet the criteria in Rule 62-780.525(7), Florida Administrative Code (F.A.C.).

[(if applicable) The interim source removal was performed after submittal of the Site Assessment Report, pursuant to paragraph 62-780.600(8)(b), F.A.C., you must submit to the DEP an electronic or paper copy of a Site Assessment Report Addendum that updates the Site Assessment Report by summarizing the interim source removal activities and all sampling results obtained after submittal of the Site Assessment Report, and that includes a proposal as to the next step in responding to the referenced incident.]

Should you have any further questions, please feel free to call the DEP District Office of Emergency Response at (xxx) xxx-xxxx.

Sincerely,

OER Responder signature block

cc: Name, company, email address