

Path B

Path B is for existing Storage Tank Facility (ies). Please continue if you would like to print the placard for a currently registered Storage Tank facility (ies).

Path B

DEP BUSINESS PORTAL
Florida Department of Environmental Protection

[Register](#) | Already have an account? [Sign In](#)

[Home](#) » [Submit](#) » [Registration / Notification](#) Search the Site:

I would like to submit a registration for:

- [Air General Permit](#)
- [Drycleaner Owner Updates](#)
- [Notice of Demolition or Asbestos Renovation](#)
- [Perchloroethylene Dry Cleaner General Permit](#)
- [Storage Tank Registration](#)

[DEP Home](#) | [About DEP](#) | [Contact Us](#) | [Site Map](#)

This is the screen that will appear after you click the "[Click here to register](#)" link on the DEP Registration web page, <http://www.dep.state.fl.us/waste/categories/tanks/pages/registration.htm>

Path B - Sign In

[Register](#) | Already have an account? [Sign In](#)

[Home](#) » [Sign In](#)

Search the Site: 

Sign In

If you've already registered with the DEP sign in below. DEP employees may use their network username to sign-in.

E-mail Address*:

(e.g., wife.e.coyote@domain.com OR coyote_we)

Password*:

[I forgot my password.](#)

Sign In

If not, then [register](#).

[DEP Home](#) | [About DEP](#) | [Contact Us](#) | [Site Map](#)

Use the email address and password you registered for the portal with. If you are not registered, please follow the instruction on "How to Register" found on the DEP Registration web page, <http://www.dep.state.fl.us/waste/categories/tanks/pages/registration.htm>.

Path B - Application Friendly Name

DEP BUSINESS PORTAL **ESSA**
Florida Department of Environmental Protection

YOUR SESSION WILL TIME OUT IN 060 MINUTES.

This is a test website. The production website is available at <http://www.fldepportal.com>.

Welcome Your Name Smith [Sign Out]

Home **Authorization Process** **Help** **About**

Introduction

You are processing : Storage Tank Registration

Which is defined as : Registration of an Above or Underground Storage Tank

Florida Statute or Rule : **376.303(1), F.S**

Application Friendly Name : *

This system allows you to start a submission, exit at any time, and return to complete it later. Please enter a "Friendly Name" for your project so your saved information can be recalled. When you return to the Portal, choose "Continue", then "An Incomplete Self Service Authorization" and the name you entered will be displayed along with any other submittals you have in process.

An example would be "XYZ, Inc. Storage Tank Registration"

If registration payment will be submitted, the Department will accept MasterCard, Visa, or electronic transfer from business or personal bank account.

You will also be given the option to consult with the Department on your registration before the information is submitted if desired.

Save and Go to Next Step

Navigation menu items: Introduction, Registration Purpose, Select Search Method, Search by STCM Number, Search by Facility ID, Account Review, Select Facilities To Pay, Facility Search, Other Facility Details, Insurance Information, Account Owner Information, Manage Contacts, Tank Information, Paperless Option, Submission Review, Certification, Payment of Fees.

You will want to pick a name here that you will remember incase you have to stop in the middle of the application process and come back to it to resume your registration. You can pick any name you choose, but you can only use it once.

If you need to resume your registration there are instructions on "Resume Registration" found on the DEP Registration web page, <http://www.dep.state.fl.us/waste/categories/tanks/pages/registration.htm>.

Path B

The screenshot shows the DEP Business Portal interface. At the top, there is a blue header with the Florida Department of Environmental Protection logo on the left, the text "DEP BUSINESS PORTAL" in the center, and "ESSA Florida Department of Environmental Protection" on the right. Below the header, a session timeout notice reads "YOUR SESSION WILL TIME OUT IN 059 MINUTES." and a note states "This is a test website. The production website is available at <http://www.fdepportal.com>." On the right side of the header, there is a "Welcome, [username] Sign Out]" link.

The main content area is titled "Home" and contains a navigation menu on the left with the following items: Introduction (checked), Registration Purpose (highlighted), Select Search Method, Search by STCM Number, Search by Facility ID, Account Review, Select Facilities To Pay, Facility Search, Other Facility Details, Insurance Information, Account Owner Information, Manage Contacts, Tank Information, Paperless Option, Submission Review, Certification, and Payment of Fees. Each item has a question mark icon.

The "Registration Purpose" section is active and contains the text "Please select what action you would like to perform." and a red asterisk next to "I am : *". Below this, there are seven radio button options grouped under "Existing Storage Tank Account Owner (STCM)":

- Path A**: an **existing** Storage Tank Account Owner (STCM) with an established account number and would like to review all Facility(ies) under my account, and optionally pay invoices and print new placard(s) for properly registered Storage Tank facilities.
- Path B**: an **existing** Storage Tank Account Owner (STCM) and would like to only Print Placards for properly registered Storage Tank facilities. (This option is circled in red in the image.)
- Path C**: an **existing** Storage Tank Account Owner (STCM) and would like to update a currently registered Storage Tank facility (includes updating facility, contacts, and tank information).
- Path D**: an **existing** Storage Tank Account Owner (STCM) and would like to register a new facility to be assigned a new DEP Facility ID.
- Path E**: an **existing** Storage Tank Account Owner (STCM) and would like to assume ownership of a registered Storage Tank facility.

Below these are two groups of radio button options under "New Storage Tank Account Owner (STCM)":

- Path F**: assuming ownership of registered Storage Tank Facility but do not have a Storage Tank Account (STCM) number; I will be assigned a new STCM Account Number.
- Path G**: registering a **new** facility to be assigned a new DEP Facility ID and also do not have a Storage Tank Account (STCM) number; I will be assigned a new STCM Account Number.

At the bottom of the registration form, there is a "Save and Go to Next Step" button. A red arrow points from a callout box at the bottom of the page to the "Path B" radio button.

Select Path B to Print your Placard

Path B - STCM ID

DEP BUSINESS PORTAL **ESSA**
Florida Department of Environmental Protection

YOUR SESSION WILL TIME OUT IN 060 MINUTES.
This is a test website. The production website is available at <http://www.fldepportal.com>.

Your Name **M. Smith** [\[Sign Out\]](#)

Home [Help](#) [About](#)

Authorization Process

Enter Search Criteria
Please enter the STCM Account Number to search for the Facility you wish to update.

STCM Account Number :


[Go Back to Previous Step](#) [Search and Continue](#)

Facility Search

Put in STCM Account Number here. Select Search and Continue next

Insert your STCM account number here.
You can use the Facility Search to find your STCM account number.
Your Storage Tank account number (STCM-#####) can also be located on any of your Placards.

Path B - Selecting Facility



DEP BUSINESS PORTAL

Florida Department of Environmental Protection

YOUR SESSION WILL TIME OUT IN 060 MINUTES. Welcome, [Sign Out]

Home [Help](#) [About](#)

Authorization Process

Search by STCM Number

Select Facility(ies)
In the table below, select the Facility ID - Facility Name which Placard(s) will be placed on the Account # - Account Name partially containing the requested Placard(s).

Select/Deselect	Facility Information	Storage Tank Account Owner (STCM)	Placard Issue Date	# of Tanks
<input checked="" type="checkbox"/>	8502170 - MICHAEL S & KAREN STAFFORD	20597 - STAFFORD, MICHAEL S	07/14/2014	3

Total Records : 1

Navigation Menu:

- Introduction ✓
- Registration Purpose ✓
- Select Search Method ✓
- Search by STCM Number**
- Search by Facility ID
- Account Review
- Select Facilities To Pay
- Facility Search
- Other Facility Details
- Insurance Information
- Account Owner Information
- Manage Contacts
- Tank Information
- Paperless Option
- Submission Review
- Certification
- Payment of Fees

Select all Facilities that apply. Select Continue next.

Path B - Receiving Placard

DEP BUSINESS PORTAL **ESSA**
Florida Department of Environmental Protection

YOUR SESSION WILL TIME OUT IN 060 MINUTES. Welcome : [Sign Out]

Home Help About

Authorization Process

Thank You!
Thank you for using the online Storage Tank registration system for printing your placard(s). You will be receiving an e-mail shortly with the selected placard(s).

Thank you for using the FDEP Business Portal.
We would appreciate your feedback. **Please take our survey.**

Done

You will receive an email with your Placard as an attachment.

You have now completed Path B. You will now receive your selected Placards via email. You can now select done.

<http://webapps.dep.state.fl.us/DepEssa/splash.action>

Navigation Menu:

- Introduction ✓
- Registration Purpose ✓
- Select Search Method ✓
- Search by STCM Number ✓
- Search by Facility ID
- Account Review
- Select Facilities To Pay
- Facility Search
- Other Facility Details
- Insurance Information
- Account Owner Information
- Manage Contacts
- Tank Information
- Paperless Option
- Submission Review
- Certification
- Payment of Fees