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**IMPORTANT INFORMATION FOR  
OPERATORS OF  
GASOLINE DISPENSING FACILITIES**

It has come to the Air Pollution Control District's attention that many gasoline dispensing facility operators are **NOT** keeping test reports, maintenance and/or repair records for their vapor recovery system. The failure of operators to maintain test reports and maintenance records was recently noted in a series of audit inspections conducted by the California Air Resources Board.

Ventura County APCD Rule 70, Section G.3, states, "Reports and records of testing conducted pursuant to Section H shall be maintained. These documents shall be dated and shall contain names, addresses, and telephone numbers of the parties responsible for the system installation and/or testing." Failure to maintain these records is a violation of APCD Rules and Regulations.

In addition, Ventura County APCD Rule 70, Section G.4, states, in part, "A record of all maintenance conducted on any part of the vapor recovery system shall be maintained in chronological order ...". This requirement is reiterated in the attachment to your Permit to Operate, which you receive annually. Failure to maintain these records is a violation of APCD Rules and Regulations.

To assist you in documenting maintenance and/or repair of the vapor recovery system, the APCD has developed the attached "maintenance log." You may use the attached form or a version that has been deemed equivalent by the APCD. Please be sure to document ALL maintenance and/or repair work done on the vapor recovery system, no matter how minor. Also, include any purchase or work orders associated with your vapor recovery maintenance.

These test reports, maintenance records, and associated purchase/work orders **MUST** be maintained at the facility for two years and made available to the APCD upon request.

If proper maintenance records are not kept, the facility owner/operator will be subject to enforcement action by the APCD, including monetary penalties.

**QUESTIONS?**

Ventura County APCD Rule 70, Storage and Transfer of Gasoline, may be obtained at <http://www.arb.ca.gov/drdb/ven/cur.htm>.

If you have any questions regarding this matter, please contact APCD Inspector Eric Wetherbee at 805/645-1496.

