

# Instructions: Surcharge Transmittal Report (Report 1)

In accordance with California Code of Regulations, Title 27, Article 5, Sections 15240 and 15250, each Certified Unified Program Agency (CUPA) shall transmit all collected state surcharge revenues to the Secretary for Environmental Protection (CalEPA) within 30 days of the end of each state fiscal quarter. Each surcharge transmittal shall separately report the amount of surcharge revenues collected in each fiscal year for the following program elements:

- CUPA Oversight, Title 27, CCR 15240 (c)(1)
- California Accidental Release Program, Title 27, CCR 15240 (c)(1)
- Electronic Reporting, HSC 25404(e)(3)
- Aboveground Petroleum Storage Act, HSC 25270 et seq.
- Underground Storage Tanks, Title 27, CCR 15240 (c)(1)

The surcharge assessments for each program element are as follows:

<b>Program Element Surcharges*</b>				
<b>Fiscal Year</b>	<b>CUPA Oversight</b>	<b>Aboveground Petroleum Storage Act (APSA)</b>	<b>Underground Storage Tank (UST)</b>	<b>California Accidental Release Program (CalARP)</b>
	<b>Each Regulated Business</b>	<b>Each Regulated Tank Facility</b>	<b>Each Regulated UST</b>	<b>Each Regulated Business</b>
1998-99 1999-00 2000-01	\$10.00	–	\$8.00	\$105.00
2001-02 2002-03	\$17.50	–	\$10.00	\$200.00
2003-04 2004-05 2005-06 2006-07 2007-08 2008-09	\$24.00	–	\$15.00	\$270.00
2009-10 2010-11 2011-12	\$49.00**	–	\$15.00	\$270.00
2012-13 2013-14	\$35.00	–	\$15.00	\$270.00
2014-15 2015-16 2016-17	\$35.00	\$26.00	\$15.00	\$270.00
<b>2017-18</b>	<b>\$49.00***</b>	<b>\$26.00</b>	<b>\$20.00***</b>	<b>\$270.00</b>

\* The surcharge transmittal should only reflect applicable program element surcharge amounts and should not reflect remittance of any assessed late fees or other charges.

\*\* Effective fiscal year 2009-2010, an Electronic Reporting surcharge was established to fund the California Environmental Reporting System (CERS). The Electronic Reporting surcharge was \$25.00 per year, for three years [HSC 25404(e)(3)]. Once collected for three complete billing cycles, the Electronic Reporting surcharge is no longer applicable.

\*\*\*Effective fiscal year 2017-2018, the CUPA Oversight surcharge increased by \$14 per regulated business and the UST surcharge increased by \$5 per regulated tank.

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The information on Report 1 shall be completed as follows:

<b>CUPA:</b>	Enter the Certified Unified Program Agency remitting surcharges to CalEPA.			
<b>Date Submitted:</b>	Enter the date the surcharge transmittal is being submitted to CalEPA. Surcharges shall be remitted to CalEPA quarterly as follows:			
	<b>Fiscal Year Quarter</b>	<b>Last Day of Quarter</b>	<b>Remit Surcharge to CalEPA</b>	
	1 <sup>st</sup>	July, August, September	September 30 <sup>th</sup>	October 30 <sup>th</sup>
	2 <sup>nd</sup>	October, November, December	December 31 <sup>st</sup>	January 30 <sup>th</sup>
	3 <sup>rd</sup>	January, February, March	March 31 <sup>st</sup>	April 30 <sup>th</sup>
	4 <sup>th</sup>	April, May, June	June 30 <sup>th</sup>	July 30 <sup>th</sup>
<p><b>Please make remittance payable to the <i>Secretary for Environmental Protection</i>. Surcharge transmittal and remittance can be submitted to CalEPA, care of the Air Resources Board, at:</b></p> <p style="text-align: center;"><b>Air Resources Board Attn: Accounting P.O. Box 1436 Sacramento, California 95812</b></p> <p><b>For questions, please contact the Unified Program at (916) 327-9559.</b></p>				
<b>Fiscal Year of Accrued Surcharges:</b>	Enter the fiscal year for which remitted surcharges were accrued. Remittance of surcharges can be submitted for previous fiscal years.			
<b>Check Number:</b>	Enter the number of the check used for surcharge remittance.			
<b>Completed By:</b>	Enter the name of the person completing the Surcharge Transmittal.			
<b>Telephone Number:</b>	Enter the telephone number of the person completing the Surcharge Transmittal.			
<b>Program Element Surcharge and Amount Remitted:</b>	Enter the surcharge amount being remitted for all regulated Businesses, Facilities and/or tanks. Do not include surcharge amounts previously collected or reported. The total remitted surcharge for each program element should be calculated as follows:			
	<b>Program Element Surcharge</b>	<b>X</b>	<b># of regulated Businesses, or Facilities, or Tanks</b>	<b>=</b>
<b>Total:</b>	Enter the sum of all surcharge amounts for each program element.			