



Wisconsin Department of Agriculture, Trade and Consumer Protection
Bureau of Weights and Measures
P.O. Box 7837, Madison, WI 53707-7837
(608) 224-4942

Wis. Admin. Code §ATCP 93.680

FOR OFFICE USE ONLY

Transaction #:

- ☐ Copy to Owner
☐ Copy to Inspector
☐ Copy to Permit

ALTERNATIVE FUEL/E15/ADDITIVE STORAGE TANK SYSTEM AND/OR DISPENSER INSTALLATION/CONVERSION APPLICATION

New Tank System Installation Instructions: Use one form for each tank system. A DATCP certified installer or professional engineer shall complete Part I of this form and submit it to the department at the address above as part of the plan review submittal. If approved, before commencing normal fueling operations for alternative fuels, the operator shall complete Part II of the (Installation of new storage tank systems for ethanol blends of > 10%, biodiesel > 5%) form and provide the completed form to the DATCP general inspector specified on the conditional approval letter and notification email performing the pre-operational inspection. The owner/operator shall not operate the storage tank system until both the TR-WM-138 installation checklist and Part II of the TR-WM-132 alternative fuel installation application have been completed and signed by their respective inspectors. Submit form to:

DATCPWeightsMeasuresPlanReview@wisconsin.gov.

Existing Tank System Instructions: Use one form for each tank system. A DATCP certified installer or professional engineer shall complete Part I of this form and submit it to the department at the address above prior to the conversion. If approved, before commencing normal fueling operations, the operator shall complete the relevant Part II of the form and provide the completed form to the DATCP general inspector specified on the conditional approval letter and notification email performing the pre-operational inspection. Interior lined tanks cannot be approved for alternative fuel use. **Note:** Alternative cleaning methods shall be approved in advance by submitting form TR-WM-157 for approval. Submit form to: DATCPWeightsMeasuresPlanReview@wisconsin.gov.

- Part II: • Installation of new storage tank systems for ethanol blends of > 10%, biodiesel > 5%
• Storage tank conversion for ethanol blends 11 to 15%
• Storage tank conversion for ethanol blends greater than 15%
- Storage Tank conversion for biodiesel blends greater than 5%
• Storage tank conversion for higher ethanol blends to lower ethanol blends
• Conversion for using blending dispensers for ethanol ≤ 85% with storage tank system previously approved for alternative fuels

Personal information you provide may be used for purposes other than that for which it was originally collected (s. 15.04(1)(m) Wis. Stats.).

Part I

OWNER INFORMATION

CUSTOMER NAME:		CUSTOMER ID#:	
COMPANY NAME:	TELEPHONE: () -	EMAIL:	
SITE STREET ADDRESS (not PO Box)	<input type="checkbox"/> CITY <input type="checkbox"/> VILLAGE <input type="checkbox"/> TOWN	STATE	ZIP

PROJECT INFORMATION

FACILITY NAME:	FACILITY ID#:	SITE ID#:
SITE STREET ADDRESS (not PO Box)	<input type="checkbox"/> CITY <input type="checkbox"/> VILLAGE <input type="checkbox"/> TOWN	STATE ZIP
FIRE DEPT. PROVIDING FIRE COVERAGE:	FDID#:	
<input type="checkbox"/> APPROVED ALTERNATIVE CLEANING METHOD TRANSACTION ID:	FINISHED PRODUCT(S) TO BE DISPENSED:	

CONTRACTOR INFORMATION

CONTRACTOR NAME:	CUSTOMER ID#:	CONTACT PERSON:
SITE STREET ADDRESS (not PO Box)	<input type="checkbox"/> CITY <input type="checkbox"/> VILLAGE <input type="checkbox"/> TOWN	STATE ZIP
TELEPHONE: () -	CELL: () -	EMAIL:

TANK INFORMATION

Tank Orientation:	<input type="checkbox"/> Underground <input type="checkbox"/> Aboveground <input type="checkbox"/> New Tank <input type="checkbox"/> Existing Tank	→ Date Installed:	Tank ID #:
Tank leak detection method:	<input type="checkbox"/> Automatic tank gauging <input type="checkbox"/> Visual (Aboveground storage tank only) <input type="checkbox"/> Statistical Inventory Reconciliation (SIR) <input type="checkbox"/> Interstitial monitoring		

Component:	Existing Manufacturer	Existing Model/Brand	New Equip. Manufacturer	New Equip. Model/Brand	UL Listed or Verified by Manufacturer for Fuel to be Stored
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Note: Write "HC" and the treatment material if a hard-coat treatment is used to achieve compatibility.

Tank construction material					<input type="checkbox"/> Listed <input type="checkbox"/> Verified <input type="checkbox"/> Unknown
Spill bucket					<input type="checkbox"/> Listed <input type="checkbox"/> Verified <input type="checkbox"/> Unknown
Overfill / Auto shut-off					<input type="checkbox"/> Listed <input type="checkbox"/> Verified <input type="checkbox"/> Unknown

Drop tube					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
STP/Suction pump					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Leak detection probes					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Sump monitoring sensors					<input type="checkbox"/> Material Approval		

PIPE INFORMATION	<input type="checkbox"/> New	<input type="checkbox"/> Existing	<input type="checkbox"/> Mixed (New/Existing)	Existing Pipe Install Date
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Configuration	<input type="checkbox"/> Single wall	<input type="checkbox"/> Double wall	Type:	<input type="checkbox"/> Steel	<input type="checkbox"/> Fiberglass	<input type="checkbox"/> Flexible	<input type="checkbox"/> Other:
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Sumps	<input type="checkbox"/> Submersible	<input type="checkbox"/> Pipe connections
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Pipe fitting/valve material					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Gaskets/seals					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Pipe sealant/adhesive					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Flex connector					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Line leak detector					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Flow restrictor					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown

DISPENSER INFORMATION

Dispenser listed for finished product: ☐ Yes ☐ No

Blending dispenser: ☐ Yes ☐ No Containment sump under dispenser: ☐ Yes ☐ No

Dispenser piping					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Dispenser Sump					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Dispenser sump sensor					<input type="checkbox"/> Material approval		
Gaskets/seals					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Blending valve					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Check valve					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Meter					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Emergency valve					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Fuel filters					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Break-away device					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Nozzle(s)/Swivel(s)					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown
Hose(s)					<input type="checkbox"/> Listed	<input type="checkbox"/> Verified	<input type="checkbox"/> Unknown

COMMENTS:

FEES:	Plan Review	Inspection	Total
Alternative Fuel Conversion Fee	\$ (7636)	\$ (8253)	\$

I certify by signature that I have personally examined and/or am familiar with the information submitted to verify system alternative fuel compatibility, and the information is true, accurate, and complete.

CONTRACTOR SIGNATURE _____ DATE SIGNED _____

Failure to submit this form with all items completed will result in the tank and dispenser being subject to red-tagging and shutdown. A tank with any “unknowns” will not be approved.

INSTALLATION OF NEW STORAGE TANK SYSTEMS FOR ETHANOL BLENDS > 10%, BIODIESEL BLENDS > 5%

Part II

Responsibilities of Tank Owner/Operator before dispensing ethanol blends greater than 10%, biodiesel blends greater than 5%

- ☐ Determine equipment compatibility - Part I of this form.
- ☐ Submit to DATCP a certificate of insurance indicating UST coverage.
- ☐ Check for water in the tank. No level of water is acceptable for gasoline-ethanol blended fuels.
- ☐ Fill labeling - Identify fill port and paint access cover according to API RP 1637.
- ☐ Dispenser labeling – label dispenser in accordance with the current requirements of ATCP 94.300. A fact sheet on labeling requirements can be found at: [Alternative Fuel Labeling](#)
- ☐ Notify the DATCP inspector, on form TR-WM-121, at least 5 business days prior to the conversion to schedule a pre-operational inspection as required by ATCP 93.680(4)(c) or (7)(b). Assigned inspector information can be found in the Conditional Approval letter and notification email.

Pre-Operational

- ☐ Complete part II of this form and submit to DATCP inspector at the scheduled conversion pre-operational inspection.
- ☐ Have all dispensers calibrated and blending dispensers (if applicable) set up for the new blend ratio prior to the installation inspection with the new product, and signed by the dispenser technician prior to the pre-operational inspection. Reports shall be available for inspector review during pre-operational inspection. Devices designed to check blend ratios and their access passwords shall be made available to the DATCP general inspector at the time of inspection. For blending dispensers, technicians shall fill out the information below and sign for verification of the blend ratio.
- ☐ Draw sample and inspect that the finished fuel is visually free of undissolved water, sediment, and suspended matter; it shall be clear and bright at the ambient temperature or 21 °C (70 °F), whichever is higher.
- ☐ Submit Tank Registration Form TR-WM-137 or TR-WM-118 along with a completed copy of TR-WM-132 Application Form and a copy of the pre-operational inspection report from DATCP Inspector to DATCP, W&M, P.O. Box 7837, Madison, WI 53707-7837 or via email: datcpweightsandmeasures@wi.gov.

For blending dispensers only

- ☐ Record here which products are being blended: _____
- ☐ Record here which products are being produced via the blending dispenser: _____
- ☐ Record here the blend ratio and confirm it is correct based on the ethanol/biodiesel percentage of the blended products: _____

DISPENSER TECHNICIAN SIGNATURE

PRINT TECHNICIAN NAME

COMPANY

DATE SIGNED

(Note: By signing, technician is acknowledging that all blender dispenser ratios have been verified as accurate.)

TANK OWNER SIGNATURE

PRINT TANK OWNER NAME

COMPANY

DATE SIGNED

(Note: By signing, signer is acknowledging that all the above preparatory items have been conducted.)

DATCP INSTALLATION/GENERAL INSPECTOR SIGNATURE

DATE SIGNED

Failure to submit this form with all items completed will result in the tank and dispenser being subject to red-tagging and shutdown.

STORAGE TANK CONVERSION FOR ETHANOL BLENDS 11 TO 15%

Part II

Responsibilities of Tank Owner/Operator before ethanol blends from 11% to 15% are transferred to an existing storage tank.

- ☐ Determine equipment compatibility - Part I of this form.
- ☐ Check for water in the tank. No level of water is acceptable for gasoline-ethanol blended fuels.
- ☐ All visible fittings and connections at the top of the tank are tight (no vapors escape and no water enters).
- ☐ Sump and spill containment covers secured to prevent water from entering.
- ☐ Water infiltration problems fixed if necessary.
- ☐ Fill labeling - Identify fill port and paint access cover according to API RP 1637.
- ☐ Dispenser labeling – label dispenser in accordance with the current requirements of ATCP 94.300. A fact sheet on labeling requirements can be found at: [E15 Labeling Requirements](#)
- ☐ Notify the DATCP inspector, on form TR-WM-121, at least 5 business days prior to the conversion to schedule a pre-operational inspection as required by ATCP 93.680(4)(c). Assigned inspector information can be found in the Conditional Approval letter and notification email.

First Delivery

- ☐ **Conversion of tanks containing a different type of fuel, i.e. diesel, kerosene, E85, etc., must be emptied of all product before conversion. This is not required for tanks that contain an ethanol free or E10 gasoline.**
- ☐ Calculate residue volume in product piping based on size, type and length. Purge the calculated residue volume as a minimum quantity of fuel to be flushed from piping.
- ☐ Test for water using ATG or gauge stick (use alcohol compatible paste if you stick your tanks) at the beginning of each shift for the first 48 hours after delivery (RFA). If there is water in the tank, remove it, find out how it got there and fix it so it doesn't occur again.
- ☐ Change fuel filters.

Pre-Operational

- ☐ Complete part II of this form and submit to DATCP inspector at the scheduled conversion pre-operational inspection.
- ☐ Have dispensers calibrated if the tank previously contained a different type of fuel or if a new blend ratio is required. Reports shall be available for inspector review during pre-operational inspection. Devices designed to check blend ratios and their access passwords shall be made available to the DATCP general inspector at the time of inspection. For blending dispensers, technicians shall fill out the information below and sign for verification of the blend ratio.
- ☐ Draw sample and inspect that the finished fuel is visually free of undissolved water, sediment, and suspended matter; it shall be clear and bright at the ambient temperature or 21 °C (70 °F), whichever is higher.
- ☐ Submit Tank Registration Form TR-WM-137 or TR-WM-118 along with a completed copy of TR-WM-132 Application Form and a copy of the pre-operational inspection report from DATCP Inspector to DATCP, W&M, P.O. Box 7837, Madison, WI 53707-7837 or via email: datcpweightsandmeasures@wi.gov.

For blending dispensers only

- ☐ Record here which products are being blended: _____
- ☐ Record here which products are being produced via the blending dispenser: _____
- ☐ Record here the blend ratio and confirm it is correct based on the ethanol percentage of the blended products: _____

DISPENSER TECHNICIAN SIGNATURE	PRINT TECHNICIAN NAME	COMPANY	DATE SIGNED
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(Note: By signing, technician is acknowledging that all blender dispenser ratios have been verified as accurate.)

TANK OWNER SIGNATURE	PRINT TANK OWNER NAME	COMPANY	DATE SIGNED
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(Note: By signing, signer is acknowledging that all the above preparatory items have been conducted.)

DATCP INSTALLATION/GENERAL INSPECTOR SIGNATURE	DATE SIGNED
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Failure to submit this form with all items completed will result in the tank and dispenser being subject to red-tagging and shutdown.

Fee Submittal	Plan Review Fee	Installation Inspection Fee	Plan Revision Fee	Re-inspection Fee
When submitted independent of a broader plan submittal application	\$35	\$100	\$100	\$100

STORAGE TANK CONVERSION FOR ETHANOL BLENDS GREATER THAN 15%**Part II****Responsibilities of Tank Owner/Operator before ethanol blends greater than 15% are transferred to an existing storage tank.**

- ☐ Determine equipment compatibility - Part 1 of this form.
- ☐ Check for water in the tank. No level of water is acceptable for gasoline-ethanol blended fuels.
- ☐ All visible fittings and connections at the top of the tank are tight (no vapors escape and no water enters).
- ☐ Sump and spill containment covers secured to prevent water from entering.
- ☐ Water infiltration problems fixed if necessary.
- ☐ The tank has been cleaned of all water and sediment in accordance with API standard 2015-01 or department approved method.

COMPANY NAME PROVIDING SERVICE:

TELEPHONE:

() -

ADDRESS:

CITY:

STATE

ZIP

- ☐ How/where is waste and rinsate being disposed of: _____
- ☐ Fill labeling - Identify fill port and paint access cover according to API RP 1637.
- ☐ Dispenser labeling – label dispenser in accordance with the current requirements of ATCP 94.300. A fact sheet on labeling requirements can be found at: [Alternative Fuel Labeling](#)

- ☐ Notify the DATCP inspector, on form TR-WM-121, at least 5 business days prior to the conversion to schedule a pre-operational inspection as required by ATCP 93.680(4)(c). Assigned inspector information can be found in the Conditional Approval letter and notification email.

First Delivery

- ☐ Tank filled to 80% capacity (recommended by the Renewable Fuels Association or RFA) and kept as full as possible for 7 to 10 days.
- ☐ Calculate residue volume in product piping based on size, type and length. Purge the calculated residue volume as a minimum quantity of fuel to be flushed from piping.
- ☐ Test for water using ATG or gauge stick (use alcohol compatible paste if you stick your tanks) at the beginning of each shift for the first 48 hours after delivery (RFA). If there is water in the tank, remove it, find out how it got there and fix it so it doesn't occur again.
- ☐ Conduct a precision test of the tank system (0.1 gph leak rate) 7 to 10 days after the tank is filled to make sure system is tight and leak detection equipment is operating properly. Report shall be available for inspector review during pre-operational inspection.
- ☐ Change fuel filters.

Pre-Operational

- ☐ Complete part II of this form and submit to DATCP inspector at the scheduled conversion pre-operational inspection.
- ☐ Have all dispensers calibrated and blending dispensers (if applicable) set up for the new blend ratio prior to the installation inspection with the new product, and signed by the dispenser technician prior to the pre-operational inspection. Reports shall be available for inspector review during pre-operational inspection. Devices designed to check blend ratios and their access passwords shall be made available to the DATCP general inspector at the time of inspection. For blending dispensers, technicians shall fill out the information below and sign for verification of the blend ratio.
- ☐ Draw sample and inspect that the finished fuel is visually free of undissolved water, sediment, and suspended matter; it shall be clear and bright at the ambient temperature or 21 °C (70 °F), whichever is higher.
- ☐ Submit Tank Registration Form TR-WM-137 or TR-WM-118 along with a completed copy of TR-WM-132 Application Form and a copy of the pre-operational inspection report from DATCP Inspector to DATCP, W&M, P.O. Box 7837, Madison, WI 53707-7837 or via email: datcpweightsandmeasures@wi.gov.

For blending dispensers only

- ☐ Record here which products are being blended: _____
- ☐ Record here which products are being produced via the blending dispenser: _____
- ☐ Record here the blend ratio and confirm it is correct based on the ethanol percentage of the blended products: _____

DISPENSER TECHNICIAN SIGNATURE

PRINT TECHNICIAN NAME

COMPANY

DATE SIGNED

(Note: By signing, technician is acknowledging that all blender dispenser ratios have been verified as accurate.)

TANK OWNER SIGNATURE

PRINT TANK OWNER NAME

COMPANY

DATE SIGNED

(Note: By signing, signer is acknowledging that all the above preparatory items have been conducted.)

DATCP INSTALLATION/GENERAL INSPECTOR SIGNATURE

DATE SIGNED

Failure to submit this form with all items completed will result in the tank and dispenser being subject to red-tagging and shutdown.

Fee Submittal	Plan Review Fee	Installation Inspection Fee	Plan Revision Fee	Re-inspection Fee
When submitted independent of a broader plan submittal application	\$35	\$100	\$100	\$100

STORAGE TANK CONVERSION FOR BIODIESEL BLENDS GREATER THAN 5%**Part II****Responsibilities of Tank Owner/Operator before transferring biodiesel blends greater than 5% to an existing storage tank.**

- ☐ Determine equipment compatibility - Part 1 of this form.
- ☐ Check for water in the tank. No level of water is acceptable for biodiesel blends.
- ☐ All visible fittings and connections at the top of the tank are tight (no vapors escape and no water enters).
- ☐ Sump and spill containment covers secured to prevent water from entering.
- ☐ Water infiltration problems fixed if necessary.
- ☐ Fill labeling - Identify fill port and paint access cover according to API RP 1637.
- ☐ The tank has been cleaned of all water and sediment in accordance with API standard 2015-01 or department approved method. (Not necessary for blends \leq B20)

COMPANY NAME PROVIDING SERVICE:

TELEPHONE:

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ADDRESS:

CITY:

STATE

ZIP

- ☐ How/where is waste and rinsate being disposed of: _____
- ☐ Dispenser labeling – label dispenser in accordance with the current requirements of ATCP 94.300. A fact sheet on labeling requirements can be found at: [Alternative Fuel Labeling](#)
- ☐ Notify the DATCP inspector, on form TR-WM-121, at least 5 business days prior to the conversion to schedule a pre-operational inspection as required by ATCP 93.680(7)(b). Assigned inspector information can be found in the Conditional Approval letter and notification email.

First Delivery

- ☐ If tank previously contained a Class I product, then the tank shall be emptied.
- ☐ Tank filled to 80% capacity and kept as full as possible for 7 to 10 days.
- ☐ Calculate residue volume in product piping based on size, type and length. Purge the calculated residue volume as a minimum quantity of fuel to be flushed from piping.
- ☐ Test for water at the beginning of each shift for the first 48 hours after delivery. If there is water in the tank, remove it, find out how it got there and fix it so it doesn't occur again.
- ☐ Conduct a precision test of the tank system (0.1 gph leak rate) within 7 to 10 days after tank is filled to make sure system is tight and leak detection equipment is operating properly. Report shall be available for inspector review during pre-operational inspection.
- ☐ Change fuel filters.

Pre-Operational

- ☐ Complete part II of this form and submit to DATCP inspector at the scheduled conversion pre-operational inspection.
- ☐ Have all dispensers calibrated and blending dispensers (if applicable) set up for the new blend ratio prior to the installation inspection with the new product, and signed by the dispenser technician prior to the pre-operational inspection. Reports shall be available for inspector review during pre-operational inspection. Devices designed to check blend ratios and their access passwords shall be made available to the DATCP general inspector at the time of inspection. For blending dispensers, technicians shall fill out the information below and sign for verification of the blend ratio.
- ☐ Draw sample and inspect that the finished fuel is visually free of undissolved water, sediment, and suspended matter; it shall be clear and bright at the ambient temperature or 21 °C (70 °F), whichever is higher.
- ☐ Submit Tank Registration Form TR-WM-137 or TR-WM-118 along with a completed copy of TR-WM-132 Application Form and a copy of the pre-operational inspection report from DATCP Inspector to DATCP, W&M, P.O. Box 7837, Madison, WI 53707-7837 or via email: datcpweightsandmeasures@wi.gov.

For blending dispensers only

- ☐ Record here which products are being blended: _____
- ☐ Record here which products are being produced via the blending dispenser: _____
- ☐ Record here the blend ratio and confirm it is correct based on the biodiesel percentage of the blended products: _____

DISPENSER TECHNICIAN SIGNATURE

PRINT TECHNICIAN NAME

COMPANY

DATE SIGNED

(Note: By signing, technician is acknowledging that all blender dispenser ratios have been verified as accurate.)

TANK OWNER SIGNATURE

PRINT TANK OWNER NAME

COMPANY

DATE SIGNED

(Note: By signing, signer is acknowledging that all the above preparatory items have been conducted.)

DATCP INSTALLATION/GENERAL INSPECTOR SIGNATURE

DATE SIGNED

Failure to submit this form with all items completed will result in the tank and dispenser being subject to red-tagging and shutdown.

Fee Submittal	Plan Review Fee	Installation Inspection Fee	Plan Revision Fee	Re-inspection Fee
When submitted independent of a broader plan submittal application	\$35	\$100	\$100	\$100

STORAGE TANK CONVERSION FOR HIGHER ETHANOL BLENDS TO LOWER ETHANOL BLENDS

Part II

Responsibilities of Tank Owner/Operator before converting a storage tank to a lower ethanol blend or using blending dispensers

- ☐ Determine equipment compatibility - Part I of this form.
- ☐ Check for water in the tank. No level of water is acceptable for gasoline-ethanol blended fuels.
- ☐ All visible fittings and connections at the top of the tank are tight (no vapors escape and no water enters).
- ☐ Sump and spill containment covers secured to prevent water from entering.
- ☐ Water infiltration problems fixed if necessary.
- ☐ Fill labeling - Identify fill port and paint access cover according to API RP 1637.
- ☐ Dispenser labeling – label dispenser in accordance with the current requirements of ATCP 94.300. A fact sheet on labeling requirements can be found at: [Alternative Fuel Labeling](#)
- ☐ Notify the DATCP inspector, on form TR-WM-121, at least 5 business days prior to the conversion to schedule a pre-operational inspection. Assigned inspector information can be found in the Conditional Approval letter and notification email.

First Delivery

- ☐ **Conversion of tanks containing fuel with an ethanol content higher than the converted fuel must be emptied of all product before conversion.**
- ☐ Test for water using ATG or gauge stick (use alcohol compatible paste if you stick your tanks) at the beginning of each shift for the first 48 hours after delivery (RFA). If there is water in the tank, remove it, find out how it got there and fix it so it doesn't occur again.
- ☐ Change fuel filters.

Pre-Operational

- ☐ Complete part II of this form and submit to DATCP inspector at the scheduled conversion pre-operational inspection.
- ☐ Have all dispensers calibrated and blending dispensers (if applicable) set up for the new blend ratio prior to the installation inspection with the new product, and signed by the dispenser technician prior to the pre-operational inspection. Reports shall be available for inspector review during pre-operational inspection. Devices designed to check blend ratios and their access passwords shall be made available to the DATCP general inspector at the time of inspection. For blending dispensers, technicians shall fill out the information below and sign for verification of the blend ratio.
- ☐ Draw sample and inspect that the finished fuel is visually free of undissolved water, sediment, and suspended matter; it shall be clear and bright at the ambient temperature or 21 °C (70 °F), whichever is higher.
- ☐ Submit Tank Registration Form TR-WM-137 or TR-WM-118 along with a completed copy of TR-WM-132 Application Form and a copy of the pre-operational inspection report from DATCP Inspector to DATCP, W&M, P.O. Box 7837, Madison, WI 53707-7837 or via email: datcpweightsandmeasures@wi.gov.

For blending dispensers only

- ☐ Record here which products are being blended: _____
- ☐ Record here which products are being produced via the blending dispenser: _____
- ☐ Record here the blend ratio and confirm it is correct based on the ethanol percentage of the blended products: _____

DISPENSER TECHNICIAN SIGNATURE	PRINT TECHNICIAN NAME	COMPANY	DATE SIGNED
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(Note: By signing, technician is acknowledging that all blender dispenser ratios have been verified as accurate.)

TANK OWNER SIGNATURE	PRINT TANK OWNER NAME	COMPANY	DATE SIGNED
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(Note: By signing, signer is acknowledging that all the above preparatory items have been conducted.)

DATCP INSTALLATION/GENERAL INSPECTOR SIGNATURE	DATE SIGNED
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Failure to submit this form with all items completed will result in the tank and dispenser being subject to red-tagging and shutdown.

Fee Submittal	Plan Review Fee	Installation Inspection Fee	Plan Revision Fee	Re-inspection Fee
When submitted independent of a broader plan submittal application	\$35	\$100	\$100	\$100

CONVERSION FOR USING BLENDING DISPENSERS FOR ETHANOL \leq 85% WITH STORAGE TANK SYSTEM PREVIOUSLY APPROVED FOR ALTERNATIVE FUELS

Part II

Responsibilities of Tank Owner/Operator before converting a storage tank to a lower ethanol blend or using blending dispensers

- ☐ Determine equipment compatibility - Part I of this form.
- ☐ Fill labeling - Identify fill port and paint access cover according to API RP 1637.
- ☐ Dispenser labeling – label dispenser in accordance with the current requirements of ATPC 94.300. A fact sheet on labeling requirements can be found at: [Alternative Fuel Labeling](#)
- ☐ Notify the DATCP inspector, on form TR-WM-121, at least 5 business days prior to the conversion to schedule a pre-operational inspection. Assigned inspector information can be found in the Conditional Approval letter and notification email.

Pre-Operational

- ☐ Complete part II of this form and submit to DATCP inspector at the scheduled conversion pre-operational inspection.
- ☐ Have all dispensers calibrated and blending dispensers (if applicable) set up for the new blend ratio prior to the installation inspection with the new product, and signed by the dispenser technician prior to the pre-operational inspection. Reports shall be available for inspector review during pre-operational inspection. Devices designed to check blend ratios and their access passwords shall be made available to the DATCP general inspector at the time of inspection. For blending dispensers, technicians shall fill out the information below and sign for verification of the blend ratio.
- ☐ Draw sample and inspect that the finished fuel is visually free of undissolved water, sediment, and suspended matter; it shall be clear and bright at the ambient temperature or 21 °C (70 °F), whichever is higher.

For blending dispensers only

- ☐ Record here which products are being blended: _____
- ☐ Record here which products are being produced via the blending dispenser: _____
- ☐ Record here the blend ratio and confirm it is correct based on the ethanol percentage of the blended products: _____

DISPENSER TECHNICIAN SIGNATURE	PRINT TECHNICIAN NAME	COMPANY	DATE SIGNED
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(Note: By signing, technician is acknowledging that all blender dispenser ratios have been verified as accurate.)

TANK OWNER SIGNATURE	PRINT TANK OWNER NAME	COMPANY	DATE SIGNED
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(Note: By signing, signer is acknowledging that all the above preparatory items have been conducted.)

DATCP INSTALLATION/GENERAL INSPECTOR SIGNATURE	DATE SIGNED
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Failure to submit this form with all items completed will result in the tank and dispenser being subject to red-tagging and shutdown.

Fee Submittal	Plan Review Fee	Installation Inspection Fee	Plan Revision Fee	Re-inspection Fee
When submitted independent of a broader plan submittal application	\$35	\$100	\$100	\$100