

INSTRUCTIONS FOR CATEGORY C (LONG) MANIFESTS

General Instructions: All entries must be legibly printed or typed. All columns must be filled out for each entry (“ditto marks are acceptable). Each manifest must have company name and waste type printed at the top. Use only one waste type per manifest – if different waste types are transporter, use separate manifests.

Column 1: Name/location (town) of tank: This is the customer’s name, followed by the TOWN that the customer pays taxes in.

Column 4: Name, location & code of disposal site: This is the name of the disposal facility or site, the town in which it is located, and the code assigned to the facility or site.

All manifests must be signed to be valid.

The top page of the manifest form should be kept for the transporter’s records. The second page of the manifest must be returned to the DEP within 15 days after the end of each fiscal quarter. The manifests are due in the DEP office on April 15, July 15, October 15, and January 15. Send completed manifests to:

DEP NHW Manifests
17 State House Station
Augusta, Maine 04333

Call (207) 441-8450 if you have any questions.