

## INSTRUCTIONS FOR FILING AN AMENDMENT APPLICATION

Complete all applicable questions, complete and sign certification page, add any additional information you feel necessary and submit with non-refundable filing fee.

**NOTE: AMENDMENTS TO RIGHTS OF WAY ARE TO BE APPLIED FOR ON A RIGHT OF WAY APPLICATION.**

### REASONS FOR FILING AN AMENDMENT:

The Amendment Application is generally used to:

1. Amend terms, conditions or purpose of an existing lease or permit.
2. Relinquish lands within a lease or permit.
3. Combine existing leases or permits.

*To combine existing leases or permits:*

1. *Leases or permits will be combined into the lease or permit with the shortest remaining term. (Term of a Lease/Permit cannot be extended through combination process).*
2. *Enter lease/permit number that the "cancelled" lease or permit will be combined with in the Application No. area (upper left hand corner).*
3. *Enter lease/permit number that will be "cancelled" on Question No. 3. (Names on leases/permits being combined must be exactly the same).*

**IMPORTANT NOTICE: With the exception of Apiary, Sign and Right of Way Permits, an Amendment Application is not used to add lands to an existing lease or permit. To add lands to a lease, use application form for specific kind of existing lease. To add lands to a permit, a new application must be filed.**

Questions relating to the Amendment Application may be directed to:

Agricultural: (602) 542-3500  
Commercial: (602) 542-1704

Grazing: (602) 542-4625  
Sales: (602) 542-1704

RETURN TO:  
 ARIZONA STATE LAND DEPARTMENT  
 PUBLIC COUNTER  
 1616 WEST ADAMS  
 PHOENIX, ARIZONA 85007

SUBMIT NON-REFUNDABLE  
 FILING FEES  
 \$100 Standard

Commercial Leases:  
 Short Term: \$500  
 Long Term: \$1000

| DEPARTMENTAL USE ONLY     |                  | ROLODEX # _____         |       |
|---------------------------|------------------|-------------------------|-------|
| ACCOUNTING                | T & C            | RECOMMENDATION/INITIAL: | DATE: |
| Filing Fees:              | Exam: _____      | Approve _____           | _____ |
| Standard: \$100.00        | Exam # _____     | Deny _____              | _____ |
| Commercial Leases:        | Int Title: _____ | Reject _____            | _____ |
| Short Term: \$500         | App Entry: _____ | Withdraw _____          | _____ |
| Long Term: \$1000<br>(23) |                  |                         |       |

## APPLICATION TO AMEND

Type or print in ink.

APPLICATION NO. \_\_\_\_\_ - \_\_\_\_\_

COMPLETE ALL QUESTIONS, SIGN AND SUBMIT APPLICATION WITH NON-REFUNDABLE FILING FEE.

**1. APPLICANTS:**

Names(s) \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone No. \_\_\_\_\_

**2. TYPE OF APPLICATION:**

Amend Existing Lease or Permit

Other \_\_\_\_\_

**3. REQUEST TO AMEND:** Applicant hereby makes application to amend the above referenced application, Permit or Lease in accordance with the laws of the State of Arizona and the rules of the State Land Department for the following reason(s):

Amend the term to: \_\_\_\_\_

Relinquish land as indicated below.

Amend the conditions to: \_\_\_\_\_

Amend the purpose to: \_\_\_\_\_

Combine Permit or Lease Number(s): \_\_\_\_\_ into Application No. above.

Other reason(s): \_\_\_\_\_

**4. Legal description of land being relinquished:**

TWN. RNG. SEC. \_\_\_\_\_ LEGAL DESCRIPTION \_\_\_\_\_ ACRES \_\_\_\_\_ COUNTY \_\_\_\_\_

|   |
|---|
| SLD USE ONLY<br>CTY GRT PARCEL<br>_____ |
|---|

**5. APPLICANT COMPLETE AND SIGN PAGE 2.**

**CERTIFICATION:** Pursuant to A.R.S. Title 37 and the Rules of the Arizona State Land Department, A.A.C. Title 12, Chapter 5, you must complete the following information pertinent to you and/or the organization you represent and sign the certification or your application will not be processed. NOTE: Applicant must complete item #1.

1. Is this application made in the name of: (Applicant must check one) \_\_\_\_\_ Individual(s) \_\_\_\_\_ Husband & Wife  
 \_\_\_\_\_ Corporation \_\_\_\_\_ Partnership \_\_\_\_\_ Ltd. Partnership \_\_\_\_\_ Estate \_\_\_\_\_ Trust \_\_\_\_\_ Ltd. Liability Co.  
 \_\_\_\_\_ Joint Venture \_\_\_\_\_ Municipality \_\_\_\_\_ Political Subdivision \_\_\_\_\_ Other (specify) \_\_\_\_\_

2. INDIVIDUAL(S) OR HUSBAND & WIFE: Complete the following for each applicant:  
 NAME AGE MARITAL STATUS  
 \_\_\_\_\_  
 \_\_\_\_\_

3. CORPORATION: Complete the following:  
 (A) Do you have authority from the Arizona Corporation Commission to do business in the State of Arizona? Yes\_\_\_ No\_\_\_  
 (B) Is the corporation presently in good standing with the Arizona Corporation Commission? Yes\_\_\_ No\_\_\_  
 (C) In what state are you incorporated? \_\_\_\_\_  
 (D) Is the legal corporate name and Arizona business address the same as stated in this application? Yes\_\_\_ No\_\_\_  
 If no, state the Legal Corporate Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 (Street or Box Number) (City) (State) (Zip)

4. LIMITED LIABILITY COMPANY: Complete the following:  
 (A) If an out-of-state limited liability company: Have you filed for a Certificate of Registration with the Arizona Corporation Commission?  
 \_\_\_\_\_ Yes \_\_\_\_\_ No  
 (B) If an Arizona limited liability company: Have you filed Articles of Organization with the Arizona Corporation Commission?  
 \_\_\_\_\_ Yes \_\_\_\_\_ No  
 (C) Are you authorized by the Arizona Corporation Commission to transact business in Arizona? \_\_\_\_\_ Yes \_\_\_\_\_ No

5. PARTNERSHIP OR JOINT VENTURE: Complete the following for each authorized partner or principal in the partnership or joint venture:  
 NAME BUSINESS ADDRESS AGE MARITAL STATUS  
 \_\_\_\_\_  
 \_\_\_\_\_

6. LIMITED PARTNERSHIP: Is this limited partnership on file with the Arizona Secretary of State?  Yes  No  
 Complete the following for the authorized general partner(s) only:  
 GENERAL PARTNER(S) NAME BUSINESS ADDRESS  
 \_\_\_\_\_  
 \_\_\_\_\_

7. ESTATE: Complete the following and attach a copy of the court or estate document(s):  
 Name of the court appointed administrator or personal representative: \_\_\_\_\_  
 List the type and date of issuance of the court or Estate document: \_\_\_\_\_  
 (Type of Document) (Date issued)

8. TRUST: (A) Complete the following pursuant to A.R.S. § 33-404, for each beneficiary of the Trust:  
 NAME ADDRESS AGE MARITAL STATUS  
 \_\_\_\_\_  
 \_\_\_\_\_

or (B) Identify the Trust document by title, document number, and county where document is recorded: \_\_\_\_\_

I HEREBY CERTIFY, UNDER PENALTY OF PERJURY, THAT THE INFORMATION AND STATEMENTS CONTAINED HEREIN, TOGETHER WITH ALL EXHIBITS AND ATTACHMENTS ARE TRUE, CORRECT AND COMPLETE AND THAT I/WE HAVE AUTHORITY TO SIGN THIS DOCUMENT.  
 SIGNATURE(S)

|   |                |  |               |
|---|----------------|--|---------------|
| _____<br>(Name of Corporation, Partnership, etc.) | _____<br>Date  | _____<br>Signature of Applicant (Individual) | _____<br>Date |
| _____<br>Signature                                | _____<br>Title | _____<br>Signature of Applicant (Individual) | _____<br>Date |

ARIZONA STATE LAND DEPARTMENT ENVIRONMENTAL DISCLOSURE QUESTIONNAIRE

**These two pages are part of the application - DO NOT DETACH.**

The purpose of this questionnaire is to give the Department an opportunity to detect proposed land uses that may have potential environmental impacts and risks, and to consider these impacts and risks in the processing of the application.

If you have questions regarding this questionnaire, please contact the State Land Department, Environmental Section at (602) 542-2119. Other Federal, State, County and local agencies may also need to be contacted regarding environmental regulations.

PLEASE INDICATE BELOW THE TYPE(S) OF POTENTIAL ENVIRONMENTAL IMPACTS FROM YOUR CURRENT OR PROPOSED USE:

| <u>YES</u> | <u>NO</u> | <u>WILL YOUR USE INVOLVE:</u>   | <u>TYPE OF ENVIRONMENTAL IMPACT</u> |
|------------|-----------|---|-------------------------------------|
| _____      | _____     | <b><u>WASTE TIRES</u></b> The collection of waste tires? If yes, explain: _____   | _____                               |
| _____      | _____     | <b><u>LEAD ACID BATTERIES</u></b> The sale and disposal of lead acid batteries? If yes, explain: _____  | _____                               |
| _____      | _____     | <b><u>DISCHARGE IMPACTING GROUNDWATER</u></b> Generating a discharge that may potentially impact groundwater? If yes, explain: _____  | _____                               |
| _____      | _____     | <b><u>PESTICIDES?</u></b> If yes, explain use: _____  | _____                               |
| _____      | _____     | <b><u>DRY WELLS?</u></b> If yes, ADEQ Registration #(s): _____  | _____                               |
| _____      | _____     | <b><u>POTABLE WATER (DRINKING WATER) SYSTEMS?</u></b> If yes, explain: _____  | _____                               |
| _____      | _____     | <b><u>WASTEWATER COLLECTION AND TREATMENT SYSTEMS</u></b> Wastewater collection and/or treatment? If yes, explain: _____  | _____                               |
| _____      | _____     | <b><u>AIR CONTAMINANTS/AIR POLLUTION CONTROL</u></b> Air contaminant emissions? If yes, explain: _____  | _____                               |
| _____      | _____     | <b><u>SOLID WASTE - GENERAL</u></b> Solid waste generation, transportation, treatment, recycling, storage or disposal? If yes, explain: _____                                       | _____                               |
| _____      | _____     | <b><u>SOLID WASTE - MEDICAL WASTE</u></b> Medical waste generation, transportation, treatment, recycling, storage or disposal? If yes, explain: _____                               | _____                               |
| _____      | _____     | <b><u>SOLID WASTE - SEWAGE SLUDGE/SEPTAGE</u></b> (Septic Tank Waste) Sewage sludge/septage generation, transportation, treatment, storage, use or disposal? If yes, explain: _____ | _____                               |
| _____      | _____     | <b><u>USED OIL</u></b> Used oil generation, transportation, storage, recycling, use, disposal, marketing or burning? If yes, explain: _____   | _____                               |
| _____      | _____     | <b><u>RECYCLING ACTIVITIES?</u></b> If yes, explain: _____  | _____                               |
| _____      | _____     | <b><u>SPECIAL WASTE</u></b> Special waste (asbestos, motor vehicle shredding waste) generation, transportation, treatment, recycling, storage or disposal? If yes, explain: _____   | _____                               |
| _____      | _____     | <b><u>HAZARDOUS WASTE GENERATOR</u></b> Generating hazardous waste? If yes, explain: _____  | _____                               |
| _____      | _____     | <b><u>HAZARDOUS WASTE TREATMENT, STORAGE, OR DISPOSAL?</u></b> If yes, explain: _____   | _____                               |

(OVER)

| <u>YES</u> | <u>NO</u> | <u>WILL YOUR USE INVOLVE:</u>  | <u>TYPE OF ENVIRONMENTAL IMPACT</u>  |
|------------|-----------|--|--|
| _____      | _____     | <b><u>HAZARDOUS WASTE TRANSPORTATION?</u></b> If yes, explain: _____<br>_____  |  |
| _____      | _____     | <b><u>UNDERGROUND STORAGE TANK (UST)?</u></b> If yes, explain: _____<br>_____  |  |
| _____      | _____     | <b><u>ABOVEGROUND STORAGE TANK (AST)?</u></b> If yes, explain: _____<br>_____  |  |
| _____      | _____     | <b><u>HAZARDOUS SUBSTANCES?</u></b> If yes, explain: _____<br>_____  |  |
| _____      | _____     | <b><u>CURRENTLY UNCLASSIFIED WASTE</u></b> Will your use involve currently unclassified waste containing the following? (A.R.S. §49-854). If yes, check appropriate waste category:  |  |
| _____      | _____     | <input type="checkbox"/> Polychlorinated biphenyls (PCBs)  | <input type="checkbox"/> Oil and gas exploration drilling muds                               |
| _____      | _____     | <input type="checkbox"/> Incinerator ash   | <input type="checkbox"/> Categorical industrial pretreatment sludge                          |
| _____      | _____     | <input type="checkbox"/> Petroleum refining waste  | <input type="checkbox"/> Radioactive waste   |
| _____      | _____     | <input type="checkbox"/> Slag and refractory material  | <input type="checkbox"/> Uranium ore tailings  |
| _____      | _____     | <input type="checkbox"/> Precious metals recycling   | <input type="checkbox"/> Industrial catalysts  |
| _____      | _____     | <input type="checkbox"/> Aluminum dross  | <input type="checkbox"/> Industrial sands (excluding mining or mineral processing operation) |
|            |           | <input type="checkbox"/> Petroleum contaminated soil   | <input type="checkbox"/> Commercial/industrial septage                                       |
|            |           | <input type="checkbox"/> Used Antifreeze   | <input type="checkbox"/> Contaminated process equipment                                      |
|            |           | <input type="checkbox"/> Industrial Sludges  |  |
|            |           | If checked, explain waste generation process: _____<br>_____   |  |
| _____      | _____     | <b><u>SUPERFUND SITES</u></b> Is the State Trust land located in a National Priority List (NPL, Federal Superfund) area or in a Water Quality Assurance Revolving Fund (WQARF, State Superfund) study area?<br>If yes, NPor WQARF area name: _____ |  |
| _____      | _____     | <b><u>LAND DISTURBANCE</u></b> If land disturbance will occur, will it be on previously undisturbed land? If yes, explain: _____<br>_____  |  |
| _____      | _____     | <b><u>WATER WELLS</u></b> Are there open and/or abandoned water wells on the property? If yes, submit a site diagram showing location(s) and use(s).   |  |
| _____      | _____     | <b><u>ADJACENT LAND USES</u></b> To the best of your knowledge, are adjacent lands subject to any of the above-referenced environmental impacts? If yes, explain: _____<br>_____   |  |
| _____      | _____     | <b><u>ON-SITE INSPECTION/ENVIRONMENTAL ASSESSMENT</u></b> To the best of your knowledge, has an on-site inspection and/or an environmental site assessment been performed at this location?<br>If yes, explain: _____<br>_____                     |  |
| _____      | _____     | <b><u>PREVIOUS ENVIRONMENTAL IMPACT</u></b> To the best of your knowledge, has any environmental impact been reported previously to ADEQ?<br>If yes, explain: _____<br>_____   |  |

**ADDITIONAL COMMENTS:**