



**REGISTRATION STATEMENT INSTRUCTIONS**  
**VPA GENERAL PERMIT FOR POULTRY WASTE MANAGEMENT**  
**FOR**  
**POULTRY WASTE END-USERS AND POULTRY WASTE BROKERS**

**General**

A Registration Statement must be submitted when a poultry waste end-user or poultry waste broker makes application to the Department of Environmental Quality for coverage under the VPA General Permit for Poultry Waste Management. Contact the nearest DEQ regional office if you have questions about filing this form.

**Section 1 Poultry Waste End-User or Poultry Waste Broker Information**

Give the name, mailing address, telephone numbers and e-mail address of the person to whom this permit will be issued. Please provide the best day of the week and time for DEQ to make contact with the poultry waste end-user or poultry waste broker during regular working hours. Please indicate the primary activity to be covered under the general permit (i.e. Poultry Waste End-User or Poultry Waste Broker)

**Section 2 Farm or Facility Information**

Give a location for the operation where the poultry waste will be utilized, stored or managed (i.e. Rt. 653, 1 mile west of Rt. 702). List the number of any expiring or currently effective permits issued to the facility under the VPA permit program. Indicate whether the facility operates under a contract with a commercial poultry processor/ integrator. If applicable, give the name of the integrator.

**Animal Information**

If confined poultry are located at the facility, indicate the type of poultry (i.e. layers, broilers, pullets, turkeys, etc.) grown at this operation and the maximum numbers of each type that the operation will have at any one time.

**Section 3 Attachments**

**a. Nutrient Management Plan (NMP)**

A copy of the operation's Nutrient Management Plan must be attached to the Registration Statement; however, if a current NMP is on file at the DEQ regional office then it is not necessary to attach the NMP.

**b. NMP Approval Letter**

A copy of the letter from the Virginia Department of Conservation and Recreation approving the operation's NMP and certifying that the NMP was developed by a certified nutrient management planner in accordance with §10.1-104.2 of the Code of Virginia must be attached to the Registration Statement. However, if a current NMP approval letter is on file at the DEQ regional office then it is not necessary to attach the NMP approval letter.

**Section 4 Certification**

The Certification must bear an original signature in ink, photocopies are not acceptable. State statutes provide for severe penalties for submitting false information on this Registration Statement. State regulations require this Registration Statement to be signed as follows:

For a corporation: by a responsible corporate officer, which means: (i) president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions, or (ii) the manager of one or more manufacturing, production, or operating facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second-quarter 1980 dollars), if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;

For a partnership or sole proprietorship: by a general partner or the proprietor; or

For a municipality, state, Federal, or other public facility: by either a principal executive officer or ranking elected official.