



**ENVIRONMENTAL RECORDS REQUEST**  
 NORTH DAKOTA DEPARTMENT OF ENVIRONMENTAL QUALITY

SFN 60237 (04-2025)

Records are typically delivered through email, please provide a valid email address. Contact information is helpful in case there are questions about the request. Charges may include billable time for locating and redacting confidential material at 25 dollars per hour (first hour is free), copying pages at 25 cents per page, mailing and other billable costs allowed under NDCC 44-04-18. Please contact [deqopenrecords@nd.gov](mailto:deqopenrecords@nd.gov) with questions.

Name of Requester	Telephone Number	Fax Number	
Mailing Address (if you would like a hardcopy sent to you)	City	State	ZIP Code
E-Mail Address (if you would like the records sent electronically)			

**Entity information for requested records**

Present Name of Site, Company, or Business		
Previous Name(s) of Site, Company, or Business		
Name of Property Owner (if not the company or business on-site)		
Street Address of the Property	City	County
Present and Historical Use of the Property		

**Geographic Information**

Township	Range	Section	Qtr Section	LUST/UST ID	RCRA EPA ID	Latitude (decimal degree)	Longitude (decimal degree)
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Type of Environmental Records Requested	If request is for Phase I/II, check box
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**Please note: Requests that contain only a location street address are insufficient to perform an adequate search, and will be returned to the sender.**

Please include a map and/or aerial photo showing location of property, with road names and outlining the property in a contrasting color. This is not a substitute for not filling out the geographic information fields above

Information requests can be submitted to the NDDEQ by mail or email (preferred).

**North Dakota Department of Environmental Quality**  
**Office of the Director-Open Records**  
 4201 Normandy Street  
 Bismarck, ND 58503-1324  
 Phone: 701.328.5150

**Email: [deqopenrecords@nd.gov](mailto:deqopenrecords@nd.gov)**