

**MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DISTRICT**  
*Serving Monterey, San Benito, and Santa Cruz Counties*  
**24580 Silver Cloud Court ♦ Monterey, CA 93940 ♦ (831)647-9411 / FAX (831)647-8501**

**ANNUAL INSPECTION CHECKLIST – “BALANCE SYSTEM with OPW or EBW - <100K GAL/YR”**

STATION NAME (dba): _____	PERMIT NO: _____	MONTH/YEAR _____	20____
ACTIVITY	INITIALS	DATE	
PERFORM ANNUALLY (Minimum) - Initials of individual who performed the activity.	<del> </del>	<del> </del>	
<b>Spill Containment Dust Cap</b> – Seal in place and in good condition?			
<b>Spill Containment Boxes</b> - Free of all liquid and debris?			
<b>Drain Valves in spill containment boxes</b> - Open and close while pulling on the handle/chain?			
<b>Drop Tubes</b> – “Leak Test of Drop Tube Overfill Device and Spill Container Drain Valve Test” performed in accordance with CARB Procedure TP 201.D?			
<b>Phase I Vapor Recovery System</b> – “Static Pressure Performance Test” performed in accordance with CARB Procedure TP 201.3?			
<b>Rotatable Phase I Adaptors</b> – “Static Torque of Rotatable Phase I Adaptors Test” performed in accordance with CARB procedure TP 201.1B?			
<b>Tank Caps</b> - Gaskets in place, no cracks, and locked tightly in place?			
<b>Pressure/Vacuum Vent Valve(s)</b> – in place, cleaned, not damaged, and with screens in place?			

