**Insert Date MM DD, YYYY**

Insert Business Name (if applicable)

Attn: Insert Property Owner/Contact Name

Insert Site Address

City, WA Zip

Business/Site ID: XXXX

Parcel PIN: XXXX

Contact Phone: XXXXX

**Dear Business Owner:**

As required by the Washington Department of Ecology, [Jurisdiction + Department] conducts routine inspections of commercial and industrial facilities throughout the [city/county] for proper implementation of stormwater source control best management practices (BMPs) to protect stormwater, surface water, and groundwater from pollution.

**No Action Required**



Your facility was inspected by [Jurisdiction] staff on [Inspection Date MM DD, YYYY] and is currently in compliance with stormwater regulatory standards. No further action is needed at this time.

***Please continue to remind employees/tenants that only rainwater is allowed to enter the storm drain.***

Thank you for continuing to support clean water and healthy streams, lakes, and [Puget Sound] in [Jurisdiction. If you have stormwater questions or need technical support in the future, please contact [Jurisdiction + Department] for assistance.

Sincerely,

[Name]

[Title]