Pollution Liability Insurance Agency
Policy

Financial Assurance Program Enrollment Transfer	
General Topic: Programs	**Policy Number:** 5.06
Contact: FA Program Coordinator	**Effective Date:** March 1, 2026
References: RCW 70A.305.010, RCW 70A.545.020, WAC 374-10-030, -040, -050	
Approval: Russell E Olsen boxSIGN 152WQ2YW-4WKPZX73 Russell E. Olsen, Executive Director	

I. Purpose

This policy outlines the requirements for transferring a Financial Assurance (FA) Program enrollment to a new owner or operator.

II. Scope

This policy applies to owners and operators with an underground storage tank (UST) system enrolled in the Pollution Liability Insurance Agency's (PLIA) FA Program.

III. Definitions

Enrollment transfer – Switching enrollment from one person to another by providing proof of transfer, such as a property sale document, new lease, or other.

Participant – The UST system owner or operator enrolled in the Financial Assurance Program.

IV. Policy

A participant enrolled in the FA Program may choose to sell their business or property or change operators during coverage. A new owner or operator can continue FA enrollment so there is coverage if a leak occurs.

An enrollment transfer to a new owner or operator can take place if:

1. The enrolled UST system is in compliance with UST regulations found in Chapter 173-360A WAC or the federal equivalent.

2. The participant or owner/operator submits a request to the FA project planner.

3. The FA enrollment fee(s) are paid in full for the coverage year, or the payment plan is current at the time of transfer.

4. Current cleanup activity continues under the prior requirements, timelines, and milestones.

A. How to transfer FA enrollment

Either the FA participant or the new owner/operator may request a transfer. The transfer is final after (a) PLIA reviews the request, (b) verifies support documents, and (c) gives an FA enrollment certificate to the new owner or operator.

1. To request an enrollment transfer, the participant or new owner/operator must contact the FA project planner and submit the Transfer of Participant Agreement.

    a. The agreement must list the new owner/operator business and contact information. It must be signed by both the participant and new owner/operator. PLIA is not responsible for getting signatures for either party.

    b. You may need to include support documentation. Examples include bill of sale, sale agreement, property deed or title, lease agreement or other document that lists the transaction between the current participant and the new owner/operator. PLIA may check this information through the county auditor and Department of Ecology.

    c. Transfer requests can be submitted before the property sale or new lease is final. PLIA will not issue an FA enrollment certificate until after confirming the sale or new lease.

    d. FA enrollment fees must be paid in full or be up to date on a payment plan. The participant and new owner/operator must work out who is responsible for the enrollment fee as part of the property transfer.

        i. PLIA will not negotiate enrollment fee payment. PLIA also does not issue enrollment fee refunds.

        ii. The new owner/operator may contact PLIA to check if the enrollment fee is paid for the coverage year or if there is a balance.

    e. The transfer of FA Coverage is done after PLIA confirms the transfer and signs the Transfer of Coverage Statement.

B. FA coverage during transfer

FA coverage is for 12 months. An enrollment transfer may be requested anytime during this coverage term.

1. It is in the best interest of both parties to process an FA enrollment transfer as soon as possible after finalizing a change in owner or operator. This ensures continuous coverage for leaks.

2. The prior participant is responsible for a leak if it is discovered before PLIA has confirmed the enrollment transfer. They may also be liable under the state's cleanup law, the Model Toxics Control Act. RCW 70A.305.010(5).

3. Transfer denials may result in enrollment cancellation under WAC 374-10-050. PLIA may deny an enrollment transfer if the request:

    a. Is made in bad faith or through fraud.

    or

    b. Lacks support documentation.

4. The new owner/operator will keep any incentive(s) earned during prior coverage for approved enrollment transfers.

5. The new owner/operator can submit a new application for enrollment if the transfer request is denied.

Questions regarding FA enrollment requirements and transfer requests can be directed to the FA program staff by calling (800)-822-3905.

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