POWERED BY BioFuel
www.biofuelsportland.com

PORTLAND WATER BUREAU
1120 SW 5th Avenue, Room 600
Portland, Oregon 97204-1926
Information: 503-823-7404
www.portlandonline.com/water

Randy Leonard, Commissioner
David G. Shaff, Administrator

An Equal Opportunity Employer

QUALIFYING FEEDSTOCK ORIGIN DECLARATION

The Bureau of Development Services (BDS) is responsible for the study and monitoring of biodiesel production, use and sales in the City of Portland. The Bureau will use the information collected from this form and other required documentation, identified in item 5 below, to verify that the qualifying feedstock requirements have been met under Portland's Renewable Fuel Standard (RFS) and PCC16.60.020: when selling or dispensing biodiesel to the Portland market, 50% by volume of the biodiesel must be produced from qualifying feedstock.[1]

Reporting will occur on a quarterly basis for each calendar year. Reports are to be submitted quarterly. BDS will determine compliance through annual compilation of information submitted in quarterly reports, which will occur after the close of the 4th quarter.

Bulk Facility[2] or Fuel Marketer[3] Name _____

Mailing Address_____

Location Address_____

Completed reports must be delivered to BDS within 15 days of the last day of the reporting period as identified in the table below:

Calendar Year	Quarter's Begin and End	Qualifying Feedstock Reports Due, please check one date
Quarter 1	January 1- March 31	▫ April 15
Quarter 2	April 1- June 30	▫ July 15
Quarter 3	July 1-September 30	▫ October 15
Quarter 4	October 1-December 31st	▫ January 15

Marketers may authorize a Bulk Facility to complete part or all of the information requested below by completing the following.

Fuel Marketer Name _____**authorizes**

Bulk Facility[4] Name _____

Mailing Address_____

Location Address_____

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Please identify which information is being provided by the Bulk Facility by checking each corresponding number:

1. ❑ 2. ❑ 3. ❑ 4. ❑ 5. ❑

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1. *Total gallons of B99 or higher received by your company for use during the current compliance period..* *1.* _____

2. *Total gallons of B5 sold or distributed to the Portland market.* *2.* _____

3. *5% of the total gallons of B5 sold or distributed to the Portland market* [5] *[Multiply line B above by 0.05]* *3.* _____

4. *50% of the number of gallons on line (C) above.* [4] *[Multiply line C above by 0.5]* *4.* _____

5. Send digitally or by fax, evidence of obtaining volume(s) of biodiesel produced from qualifying feedstock (in gallons) equal to the number of total gallons on line (D). For each delivery of biodiesel from qualifying feedstock, evidence could include invoices, shipping documentation, and purchase receipts, detailing :
   a. The qualifying feedstock source for the biodiesel obtained;
   b. The quantity of the delivery (in gallons); and
   c. The date and location of the delivery

The source of the Qualifying Feedstock and the sales and distribution levels cited above must be documented; and the City may inspect records to verify the origin of the feedstock and or/the sales and distribution levels.

The forms shall be submitted to the Bureau of Development Services as attachments to the online Declaration form, or by email to crystle.cowen@portlandoregon.gov or via FAX at (503) 823-7915.

_____ _____

Representative Signature **Date**

_____ _____

Print Name of Representative **Phone Number**

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[1] Qualifying Feedstock means feedstock (the plant or animal matter from which a biofuel is derived) from Brassica (Canola), Camelina (Flax), Helianthus (Sunflower), Carthamus (Safflower), and used cooking oil.

Qualifying feedstock requirements will be considered to have been met if the amount of biodiesel from qualifying feedstocks delivered to a Bulk Facility or Marketer meets or exceeds 50% of the biodiesel distributed to City of Portland fuel vendors.

[2] "Bulk Facility" means a facility, including pipeline terminals, refinery terminals, rail and barge terminals, and associated underground and above ground tanks, connected or separate, from which motor vehicle fuels are withdrawn from bulk and delivered to retail, wholesale or non-retail facilities or into a cargo tank or barge used to transport products used to comply with PCC Chapter 16.60.

[3] "Marketer" means any person engaged in the business of distributing or reselling fuel to a Fuel Vendor, including wholesale dealers and fuel distributors, used to comply with the requirements of PCC Chapter 16.60. If a Bulk Facility is filing this report based upon a contractual arrangement with a Marketer, please provide information both on the Bulk Facility and the Marketer named above.

[4] "Bulk Facility" means a facility, including pipeline terminals, refinery terminals, rail and barge terminals, and associated underground and above ground tanks, connected or separate, from which motor vehicle fuels are withdrawn from bulk and delivered to retail, wholesale or non-retail facilities or into a cargo tank or barge used to transport products used to comply with PCC Chapter 16.60.

[5] To be submitted by a Bulk Facility and a Marketer other than a Marketer which shall be deemed to have met the minimum qualifying feedstock requirement if each Bulk Facility the Marketer has contractual arrangements with to supply the Portland Market meets the requirements of PCC 16.60.020