



# Asbestos Waste Shipment Report Form

If you have a question about this form, contact:  
**Lane Regional Air Protection Agency (LRAPA)**  
[www.lrapa-or.gov](http://www.lrapa-or.gov)  
 Phone: (541) 736-1056, Toll Free: (877) 285-7272  
 Fax: (541) 726-1205, E-mail: [asbestos@lrapa-or.gov](mailto:asbestos@lrapa-or.gov)  
**Short Mountain Landfill:** (541) 726-3047

**WASTE GENERATOR:** (Contractor, facility or operator doing asbestos abatement)

1. Asbestos removal site name & address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
 Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_ Date: \_\_\_\_\_
2. Contractor/Operator's name & address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_
3. Waste Disposal Site: \_\_\_\_\_ Phone: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_
4. Description of materials: \_\_\_\_\_
5. Containers:                      Number: \_\_\_\_\_ Type: \_\_\_\_\_
6. Total Quantity (cubic yards): \_\_\_\_\_
7. Special Handling Instructions/Additional Information:  
 \_\_\_\_\_

8. **Operator's Certification:** I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name and are classified, packed, marked and labeled, and are in all respects in proper condition for transport according to all government regulations. All movement of asbestos-containing material must be recorded on this Waste Shipment Report Form.

**Name:** \_\_\_\_\_ **Company:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**TRANSPORTER(S):**

9. TRANSPORTER #1 (Acknowledgment of receipt of materials)  
 Company name: \_\_\_\_\_ Agent Name: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_
10. TRANSPORTER #2 (Acknowledgment of receipt of materials)  
 Company name: \_\_\_\_\_ Agent Name: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**DISPOSAL:** (Certification of receipt of asbestos materials covered by this manifest, *except noted in item 12 below.*)

11. Waste Disposal Site: \_\_\_\_\_  
 Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_
12. Discrepancy Space (Add attachments as needed):  
 \_\_\_\_\_

# Instructions for the Use of LRAPA Form ASN-4 Waste Shipment Record

This form is to be used as a permanent record for documenting asbestos-containing waste materials from removal site to final disposal. The Lane Regional Air Protection Agency (LRAPA) regulation that applies to asbestos waste disposal is found in LRAPA Rules and Regulations [Title 43](#).

For more information, contact our office at:  
**Lane Regional Air Protection Agency**  
1010 Main Street,  
Springfield, OR 97477

Phone: (541) 736-1056  
Toll Free (877) 285-7272  
Fax: (541) 726-1205  
E-mail: [asbestos@lrapa-or.gov](mailto:asbestos@lrapa-or.gov)

## Waste Generator Section

(Numbers below correspond to the numbers on the form)

1. Enter the name and address of the site where the asbestos waste was generated. Enter the name and phone number of the contact person for the contractor, facility, or operator of the asbestos waste generation site.
2. Enter the name, address, and phone number of the operator, licensed asbestos contractor, or certified facility worker performing the asbestos abatement.
3. Enter the name, address and phone number of the disposal site.
4. Describe the materials being removed. (i.e. pipe insulation, flooring, roofing, popcorn ceiling material, HVAC system insulation, or non-friable asbestos.)
5. List the total number of containers and their type. Also enter one of the following container codes used in transporting each type of asbestos material. (Specify any other type of container used if not listed below):

DM	Metal drums, barrels
DP	Plastic drums, barrels
BA	6 mil plastic bags or wrapping
NFC	Leak-tight containerization for non-friable asbestos waste material
6. Give an estimate of the total cubic yards of material.
7. Provide any information or instructions on special handling of the asbestos-containing waste material.
8. Print clearly the name of the company and the authorized signer. This section of the form *must be signed and dated*.

**NOTE:** The waste generator must retain a copy of the completed disposal form.

## Waste Transportation

9. Transporter #1: Acknowledgment of receipt of materials. Print agent and company name, then sign and date.
10. Transporter #2: Acknowledgment of receipt of materials. Print agent and company name, then sign and date.

**NOTE:** The transporter must retain a copy of this form. If there are more than two transporters, then attach an additional Waste Shipment Report Form.

## Disposal Site Section

11. List the name of the waste disposal site, print the name and title, then sign and date form. This certifies that you have received the asbestos material covered by this manifest.
12. Discrepancy space. This space is used if there is a discrepancy between the amount of material received by the landfill and the amount of material listed on the manifest.

**NOTE:** The waste disposal site operator must retain a copy of this form.

**In addition,** asbestos waste disposal regulations require that Waste Disposal Site operators take the following actions:

- Send a copy of this completed and signed Waste Shipment Report Form to the Waste Generator as soon as possible, but no later than 30 days after the waste has been received at the disposal site.
- Notify LRAPA immediately by telephone of improperly enclosed or uncovered waste. Submit a written report to LRAPA the following working day, along with a copy of the Waste Shipment Report Form.
- If you discover a discrepancy between the quantity of waste designated on the Waste Shipment Report Form and the actual amount received, attempt to reconcile the discrepancy with the Waste Generator. Report in writing to LRAPA, within 15 days after receiving the waste, any discrepancy that cannot be reconciled. Submit a copy of the Waste Shipment Report Form with this report.