



**New Jersey Department of Environmental Protection  
Site Remediation Program**

**INSTRUCTIONS FOR THE MONITORING WELL CERTIFICATION FORM B –  
LOCATION CERTIFICATION**

**General Instructions**

1. **Applicability** – Complete this form when monitoring wells have been installed as part of the remediation.
2. The NJDEP may update this form periodically. Please ensure you are using the latest version of this form. Download the latest version of this form from the NJDEP Website: <http://www.nj.gov/dep/srp/srra/forms/>.
3. It is **not** required to submit this form in duplicate.
4. Complete one form per well.
5. Completed forms should be included within the applicable remedial phase report being submitted subsequent to the installation of the well(s):

**Section A. Site Name and Location**

- Site Name-provide the name of the site i.e., ABC Corporation Site;
- List all other known names for the site;
- Provide the street address for the site. NOTE: This should be the physical location of the site – not be the mailing address;
- Provide the name of the municipality and indicate if it is a township, a borough, or a city. NOTE: This should be the name of the municipality and not the local name;
- Provide the name of the county and the zip code;
- Provide the program interest number and all NJDEP generated site identification numbers such as Hotline incident numbers or ISRA numbers;

**Section B. Well Owner and Location**

- Provide the name of the well owner;
- Provide the street address of the well location;
- Provide the block and lot numbers for the well location.

**Section C. Well Location Specifics**

- Provide the well permit number
- Provide the site well number;
- Provide the Geographic Coordinate NAD 83 (to nearest 1/10 of second);
- Provide the New Jersey State Plane Coordinates NAD 83 to nearest 10 feet:
- Provide the elevation of top of inner casing (cap off) at a reference mark (nearest 0.01');
- Provide the source of elevation datum (benchmark, number/description and elevation/datum. If an on-site datum is used, identify here, assume datum of 100', and give approximated actual elevation;
- Provide any other significant observations and notes;

**Section D. Land Surveyor's Certification**

- Provide the Professional Land Surveyor's Signature, Date, and Seal
- Print the surveyor's name
- Provide the surveyor's License Number
- Provide the surveyor's mailing address
- Provide the surveyor's phone number