



**REQUEST FOR TERMINATION OF A RADIOACTIVE MATERIALS LICENSE
 (Form R-23)**

INSTRUCTIONS: Pursuant to Section 3.16 of the Colorado Department of Public Health and Environment, *Rules and Regulations Pertaining to Radiation Control* (the Regulations) this form must be completed for termination of a specific radioactive materials license. You must account for all materials procured and/or possessed since the last Department inspection of your facility. You may attach additional sheets as needed to provide complete information. This form must be signed, dated, and emailed to CDPHE_hmradmat@state.co.us. If electronic copies cannot be submitted, mail the documents to the Colorado Department of Public Health and Environment, Radioactive Materials Unit, HMWMD-B2, 4300 Cherry Creek Drive South, Denver, Colorado 80246-1530. All licenses are terminated in accordance with the general requirements contained in the State of Colorado *Rules and Regulations Pertaining to Radiation Control* and Title 25, Article 11, CRS.

1. Licensee: _____

2. License No.: _____

Mailing Address: _____

3. Expiration Date: _____

Contact Name: _____

Phone Number: _____

Address if different than above: _____

4. If no radioactive materials have been procured and/or possessed by the licensee at any time under this license please initial here _____ and proceed to Item 9.

5. The transfer of radioactive materials must be made in accordance with Section 3.22 of the Regulations.

Please provide:

- a. A complete description of the materials that have been transferred or disposed of, including:
 - i. Element and mass number (i.e. Carbon-14)
 - ii. The chemical or physical form
 - iii. The manufacturer and model number as applicable, and
 - iv. The activity of each item

If more space is required to list the materials please attach additional sheets as necessary.

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Element and Mass Number	Chemical or Physical Form	Manufacturer and Model Number	Activity

b. The following information on the recipient of materials that have been transferred to another licensee:

i. Licensee Name:

ii.

Radioactive Material License Number:

iii.

License Expiration Date:

iv.

Licensing Authority (State or NRC):

v.

Licensees Mailing Address:

vi.

Additionally, please attach documentation of receipt by the recipient of the materials.

If materials have been transferred to more than one entity please attach additional sheets as necessary.

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c. If the materials have been disposed of in accordance with Section 4.33 of the Regulations provide the following information (Please indicate methods and materials):

i. discharge into the sewer:

ii. discharge into the air:

iii. decay in storage:

iv. Please specify any other methods used:

6. Pursuant to Sections 1.7.2, 4.46, and 10.4 of the Regulations, each licensee or registrant must maintain records showing the radiation exposure of all individuals for whom personal monitoring is required and shall make them available to the Department and/or these individuals upon written request.

Exposure Record Storage:

a. Responsible party and/or organization:

b. Address of record storage:

7. Section 3.16.6 of the Regulations requires that a licensee shall conduct a radiation survey of the licensee's facility to confirm the absence of radioactive materials and establish the levels of residual radioactive contamination. Licensees that have been authorized at any time for unsealed material possession or use must attach a diagram of the surveyed facilities and survey results. Licensees that have been authorized for sealed sources ONLY may proceed to Item 8.

8. Licensees that have been authorized for sealed sources which require leak tests by regulation or license condition, shall attach the most recent leak test report for each source listed in Item 7 to demonstrate that no sources that have been possessed by the licensee have leaked and potentially contaminated any areas of the licensed facility or equipment.

9. Confirm that all signs and labels indicating the presence of radioactive materials or radiation fields have been appropriately defaced or completely removed from the facility by initialing here: _____

CERTIFICATE

The applicant and each official executing this certificate on behalf of the applicant named in Item 1, certify that all information contained herein, including any supplements attached hereto, is true and correct to the best of our knowledge and belief. The applicant agrees to abide by all commitments herein, and the requirements of the radioactive materials license and the State of Colorado *Rules and Regulations Pertaining to Radiation Control*.

Management Signature: _____ Date: _____

Typed or Printed Name: _____

Title of Official: _____

Radiation Safety Officer Signature: _____ Date: _____

Typed or Printed Name: _____