

Model Property Status Letter – Technical Updates

9/30/25

- Throughout
 - Changed font to Calibri per EPA Correspondence Manual
 - Added “the” before “EPA” per EPA Correspondence Manual
- *Header:*
 - Added placeholder for EPA Regional Logo/Header
- *Address line:*
 - Added “**Via electronic mail**”
- *RE: line:*
 - Removed capitalization of “**Insert**” for formatting consistency
 - Added placeholder for parcel identification number
- *Salutation*
 - Removed capitalization of “**Insert**” for formatting consistency
- *Introductory Paragraphs*
 - Deleted “the” before Agency when defining the term
 - Placed “Agency” in quotation marks when defining the term
 - Deleted “(adjust language per method of contact)” for consistency with other model letters
 - Added “**Note:**” to a text note for formatting consistency
 - Replaced “**Federal Interest model letter**” with “**model Federal Superfund Interest Comfort/Status Letter**” to accurately reflect the name of the model letter
 - Corrected placement of parentheses
- *Property Status*
 - Renamed section title “*EPA Involvement at the Property*” to “*Property Status*” for consistency with other model letters
 - Moved all discussion of the Superfund Enterprise Management System (SEMS), including site-specific URL, to the end of the section so that the property status is discussed before information on SEMS is provided
 - Corrected placement of brackets
 - Deleted “[is or was] located in SEMS” and corresponding conjunctions so that only status on National Priorities List or under the Superfund Alternative Approach is discussed
 - Moved “an ongoing response action” to the placeholder for a description of the ongoing response action for readability
 - Replaced “we are” with “the EPA is” for clarity
 - Replaced “/” with “or” in “[remedial/removal] authority” for formatting consistency
 - Moved “in the Superfund Enterprise Management System (SEMS)” to the beginning of the discussion of SEMS for clarity

- Revised to clarify that SEMS includes information about sites that are, or potentially are, contaminated with hazardous substances, pollutants, or contaminants
- *History and Status of the Site*
 - Renamed section title “*Cleanup Status of the Site*” to “*History and Status of the Site*” for consistency with other model letters
- *Liens*
 - Deleted “Or” for formatting consistency
 - Deleted “Pursuant to CERCLA § 107(l)” for consistency with other model letters
 - Replaced “the Agency will generally not” with “the Agency generally will not file” for grammatical correctness, consistency with other model letters, and readability
 - Added comma for readability
 - Capitalized “property” as a defined term
 - Deleted “the” before the name of the interested party for grammatical correctness
 - Added colon after “[**Optional**]” for formatting consistency
 - Deleted “aka” for formatting consistency and readability
 - Replaced “[**OPTIONAL**]” with “[**Optional**]” for formatting consistency
 - Deleted commas around “generally” for grammatical consistency
 - Revised optional language regarding windfall liens to remove redundancies in the options provided and clarify when each option would apply to specific scenarios
- *State Actions*
 - Replaced “We” with “The EPA” for clarity
 - Revise language for consistency with other model letters
- *Conclusion*
 - Replaced “redevelop” with “reuse” to accurately reflect the breadth of activities proposed by interested parties
 - Replaced “[Site or Property]” with “Property”
- *Cc: line*
 - Added “EPA” to bracketed language regarding FFEO contact for consistency