

Options for Responding to an Order for Reimbursement of Expenses (ORE)

Within 30 calendar days after you receive the ORE, choose one of the following two options.

Option 1: Pay the invoice

Mail payment to:

Department of Ecology
Cashiering Unit
PO Box 47611
Lacey, WA 98504-7611

Note: Remember to include the ORE docket number on your payment.



Ecology processes your payment.



The process is finished.
Thank you.

Order for Reimbursement of Expenses (ORE): An order requiring you to reimburse the state for expenses to respond, assess, and investigate the incident.

Application for Relief (AFR): A written request to ask Ecology to reconsider the ORE to determine whether or not it was just and fair under all of the circumstances.

Notice of Disposition (NOD): A document informing you of Ecology's decision on the AFR.

Option 2: Ask Ecology to reconsider

Submit your completed Application for Relief (AFR) to Ecology:

1. Fill out the AFR. A copy was provided with your Order, or you can get a copy by:

Downloading the form at
<https://fortress.wa.gov/ecy/publications/SummaryPages/ecy070375.html>

or

Calling the contact listed in your ORE.

2. Deliver the AFR by fax, mail, or in person to Ecology within 30 days after you receive the ORE.



Ecology reviews your AFR.

- Ecology will consider your AFR and determine if the ORE is just and fair under all of the circumstances.
- Ecology may request further information.



Ecology issues a decision (NOD) that either:

1. Affirms the amount assessed by the ORE.
2. Reduces the amount assessed by the ORE.
3. Rescinds the amount assessed by the ORE.

Mailing address:

Department of Ecology
Attn: Appeals Processing Desk
PO Box 47608
Olympia, WA 98504-7608

FAX: 360-407-6989

Street address:

Department of Ecology
Attn: Appeals Processing Desk
300 Desmond Drive SE
Lacey, WA 98503

Under what circumstances may I submit an AFR?

If you are able to demonstrate why the invoice is not just and fair under all of the circumstances, you may ask Ecology to reconsider your ORE by submitting an AFR.

How may I respond to the NOD?

You may do one of the following:

- Pay the amount stated in the NOD (See Option 1).
- If Ecology rescinds the ORE, there is no need to respond or to do anything.

Ecology laws, rules, and rulemaking:

<https://ecology.wa.gov/About-us/How-we-operate/Laws-rules-rulemaking>



To request ADA accommodation or materials in a format for the visually impaired, call Ecology at 360-407-7211, Relay Service 711, or TTY 877-833-6341, or visit our website at <https://ecology.wa.gov/accessibility>.