



YOLO-SOLANO AIR QUALITY MANAGEMENT DISTRICT

1947 Galileo Court, Suite 103; Davis, CA 95618

Phone (530) 757-3650; Fax (530) 757-3670

**EMISSION REDUCTION CREDIT (ERC)
APPLICATION**

A separate application must be submitted for each emissions unit creating reductions. Applications may require additional data. Refer to the attached instructions for more detail. Use additional paper if necessary. Application must be submitted with correct filing fee.

1. APPLICATION TYPE (For assistance call the Engineering Division at (530) 757-3650)

- Reductions resulting from modification of emissions unit -Authority to Construct (ATC) number authorizing modification: _____
- Reductions resulting from shutdown of emissions unit -Permit to Operate (PTO) Number: _____
- Other – Specify _____

2. OPERATION/OWNERSHIP Specify the name and address of the person, partnership, company, corporation or agency that owned/operated the process to be modified or shut-down. The responsible official is an individual with the authority to certify that the reductions occurred and that the ERC holder will comply with all District requirements and conditions set forth in the ERC. If a consulting firm is preparing and submitting this application for another company, list the company name here and list the consulting firm's name on page 2, section 5. Any ERC will be issued under the same company name as listed on the previous permit. **ERC will be mailed to the location listed below.**

Company Name to be Placed on ERC _____

Mailing Address _____

City, State and Zip Code _____

Responsible Official _____ Title _____

Phone Number _____ Fax Number _____

E-mail _____

3. BILLING ADDRESS (if same as above check here or otherwise list billing address below)

Company Name _____

Billing Address _____

City, State and Zip Code _____

FOR DISTRICT USE ONLY (Print. Use blue ink.)	
Date Stamp Received: _____	Application# Assigned: _____
Filing Fee Received: \$ _____	Invoice #: _____ Check #: _____
	Credit Card Transaction #: _____
Hourly processing fee: \$ _____	(See Emission Evaluation Fee Determination Summary)
Expedite Fee: \$ _____	(See Emission Evaluation Fee Determination Summary)
Total to be Invoiced: \$ _____	Invoice #: _____
Comments: _____	

4. **PROCESSING FEE** *An initial filing fee deposit must be submitted with the application. See Form 06 for deposit amount. The final processing fee is calculated based on the actual hours spent by the District staff and the time and materials rate in Rule 4.1 (see Form 06). All outstanding balances must be submitted to the District prior to the issuance of the ERC.*

5. **CONSULTANT OR CONTRACTOR** If this application is being prepared by a company other than the one listed in section 2 (e.g. by a consultant or contractor), enter the second company's information below. Application questions will be directed to this contact person. Copies of correspondence will be mailed to this contact person.

Company Name _____

Mailing Address _____

City, State and Zip Code _____

Contact Person _____ Title _____

Phone Number _____ Fax Number _____

E-mail _____

6. **REDUCTION DESCRIPTION** *(Briefly describe the process that was modified or shutdown resulting in the emission reductions)*

7. **REDUCTION LOCATION** *(Specify the street address of the equipment location. If the location does not have a designated address, please specify the location by township, range and section)*

In addition, specify the assessor's parcel number of the site creating the reduction (**REQUIRED**):

8. **PROJECT STATUS** *Date modification/shutdown occurred: (MM/DD/YY)* _____

9. **SIGNATURE**

This application must be signed by the responsible official listed in Section 2. By signing this document you are indicating that all information contained in this document and in any attachments are true, accurate and complete to the best of your knowledge. If paying by credit card signed application may be transmitted by facsimile (fax) or electronic mail (email), and any such signature shall have the same legal effect as an original.

SIGNATURE: _____ DATE: _____

**YOLO-SOLANO AIR QUALITY MANAGEMENT DISTRICT
STATIONARY SOURCE PERMIT PROGRAM**

EMISSION REDUCTION CREDIT (ERC)

Need Assistance? Contact the District engineering staff and schedule an appointment for a free consultation to assist you in completing your application package. They can be reached at (530) 757-3650.

Obtaining an ERC:

A separate application is required for each unit of equipment which may create emission reductions. A unit may consist of one individual piece of equipment or multiple pieces within a process. A filing fee is required when submitted an application to the District.

Options and instructions for submittal of the application and payment (see Form 06 for initial filing fee):

1. Mail with check and/or money order payable to: YSAQMD, 1947 Galileo Ct, Ste. 103; Davis, CA 95618;
2. Pay by credit/debit card by visiting: www.ysaqmd.org/permits/make-a-payment/ (service fees apply) and either email with payment confirmation to payments@ysaqmd.org or by fax (530) 757-3670;
3. Visit the District office and pay with check, money order or credit card.

GENERAL INFORMATION

District Rule 3.5 (last revised November 13, 1996) covers the applicable requirements for ERCs. The standard baseline period for ERC applications is the two-year period immediately preceding the date of the application. If you feel that the last two years are not representative of normal source operations, submit documentation to justify what other two consecutive years of the last five years are representative of normal operations. Per District Rule 3.5, section 211, the District will then determine whether the two years immediately preceding the application date are unrepresentative of normal operations.

The following information is required with each application, if applicable:

- a. Documentation of quarterly (calendar quarters beginning in January, April, July, and October) raw material and/or finished product throughput. For example, production records, operating records, meter readings, invoices, and receipts.
- b. Documentation or records of quarterly fuel throughput. For example, provide copies of natural gas purchase records obtained from the utility provider.
- c. Documentation of actual emissions. For example, copies of emissions test data or source test reports.
- d. Any other relevant information required for emission reduction calculations and evaluations.