



ALABAMA LIQUEFIED PETROLEUM GAS BOARD

CLASS "E" PERMIT APPLICATION

Application is hereby made in compliance with the provisions of Section 9-17-105 of the Code of Alabama, 1975 and Rules and Regulations promulgated by the Alabama Liquefied Petroleum Gas Board.

SECTION I

COMPANY INFORMATION

Permit Business Name _____

Select Correct Designation: **Corporation** **LLC** **Partnership** **Individual**

PHYSICAL ADDRESS

Street Address _____

City _____ **State** _____ **Zip** _____

MAIL ADDRESS

PO Box _____ **or Street Address** _____

City _____ **State** _____ **Zip** _____

CONTACT INFORMATION

Contact Person _____

Telephone Number _____ **Fax Number** _____

Email Address _____

OFFICERS, PARTNERS, OR OWNERS

| Name (Please Print) | Title | Email Address or Telephone Number |
|----------------------------|--------------|--|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

SECTION II

PERMIT EMPLOYEES

List the name of each employee that will engage in the business of calibration and/or repair of LP-Gas liquid meters.

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

- 1. I understand that the Alabama LP-Gas Board is the authority having jurisdiction related to LP-Gas permitting and code enforcement. _____
Initials

- 2. I will abide by directives, cease and desist orders, condemn notices, or “red tags” issued by the Administrator or Inspectors of the Alabama LP-Gas Board. _____
Initials

- 3. I will provide an adequate safety training program for my personnel. _____
Initials

- 4. I will take advantage of educational and training programs for my employees which are available in the LP-Gas industry in Alabama. _____
Initials

- 5. I agree that my employees will have a thorough knowledge of all the rules and regulations administered by the Alabama LP-Gas Board. _____
Initials

- 6. I understand that each employee must obtain an *Employee Competency Card* from the Alabama LP-Gas Board before performing any job functions allowed under this permit. _____
Initials

- 7. I understand that as an LP-Gas permit holder, I am the professional in LP-Gas matters for my customers relative to their knowledge level, and that professionalism must be ever present when making decisions that may contribute to code violations and issues of customer safety.

Initials

SECTION III

ITEMS REQUIRED WITH APPLICATION

The following designated attachments are required to accompany this application:

1. This application must be recorded as received in the board office in Montgomery with all required sections completed 30 days prior to the Board's next regular scheduled meeting for consideration at the meeting.
2. Include a copy of your company's *Articles of Incorporation* or *Articles of Organization (LLC)*. Out-of-State corporations and LLCs must be registered with the Alabama Secretary of State's office as foreign entities doing business in Alabama.
3. Include a U.S Bureau of Standards calibration report for each of the applicant's meter provers.
4. A check or money order for the application fee made payable to the "Alabama LP-Gas Board" in the amount of \$50.
5. The enclosed *Declaration of U.S. Citizenship or Lawful Presence of an Alien* form must be completed by the person signing the application and returned with required identification documentation (i.e. copy of driver license, passport, etc.) See list on back of form.
6. A *Certificate of Insurance* must be provided as proof of minimum liability insurance coverage amounts, and the following fields on the certificate should be completed as detailed below:
 - *Description of Operations* – "Class E Permit"
 - *Certificate Holder* – "Alabama LP-Gas Board, PO Box 1742, Montgomery, AL 36102"
7. Each employee must obtain an *Employee Competency Card* from the Alabama LP-Gas Board before performing any job functions allowed under this permit.
8. Explain LP-Gas experience with calibration and/or repair of LP-Gas liquid meters: (Attach additional pages if necessary)

Return application and attachments to:
Alabama LP-Gas Board
PO Box 1742
Montgomery, AL 36102-1742
Telephone (334) 241-8887 Fax (334) 240-3255

SECTION IV

SIGNATURE

The undersigned petitioner hereby requests that this application be approved by the Alabama LP-Gas Board and certifies that he/she has read the above application and is familiar with its contents and that the information set forth in the application and attachments is true and correct.

By: _____
(Signature of Applicant)

(Print Name & Title of Applicant)

____ - ____ - ____
Social Security Number – Mandatory for Permit Issuance

Date: ____ / ____ / ____ (mm/dd/yyyy)

NOTARY PUBLIC

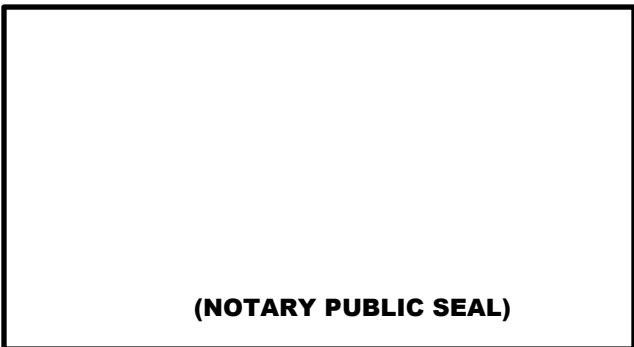
The State of _____

County _____

Before me, the undersigned, on this day,
personally appeared

known to me to be such person, who after having been by me first sworn, deposes and says on oath that he/she is the same person who subscribed the name of the above stated applicant to the foregoing instrument, and that he/she signed the same as the deed and act of said applicant and in the capacity therein set forth, and that he/she has carefully read the foregoing statements and representations made in said instrument and attachments, and that the same are true in substance and in fact.

Subscribed and sworn to before me this _____ day of _____, 20 _____



Notary Public (Signature)

Notary Public (Print or Type)

SECTION V

FOR USE BY THE ADMINISTRATOR OF THE ALABAMA LP-GAS BOARD

Date Application Received ____ / ____ / _____

Date of Issuance of Temporary Authorization ____ / ____ / _____

Date Application Considered by the Board ____ / ____ / _____

Action by Board Action: **Approved** **Disapproved** **Other**

Explanation of board action: _____

Date of Issuance of Permit ____ / ____ / _____ **Class "E" Permit Number** _____

Sworn and Attested by:

(Administrator, Alabama LP-Gas Board)

____ / ____ / _____ **(mm/dd/yyyy)**

ALABAMA LP-GAS BOARD
PO BOX 1742
MONTGOMERY, ALABAMA 36102-1742
PHONE: (334) 241-8887
FAX: (334) 240-3255