

Application for ERMS Transaction Account Instructions

GENERAL INFORMATION

This form is to be used when applying for a transaction account or when changing information associated with a transaction account. Use 114-ERMS to apply for a Special Participant account.

APPLICATION TYPE

This section identifies what type of account is being applied for.

Type of Request – Check the box for which action you require.

- Initial Application – Select this if you are applying for an account for an entity that has never had a transaction account.
- Update of Information – Select this if you are changing information on an existing transaction account.

Type of Account – Check the box for which type of account is being applied for.

- Participating Source – The source was in operation prior to May 1, 1999, is required to have a CAAPP permit and has baseline/seasonal emissions of at least 10 tons/season of VOM.
- New Participating Source – The source began operation after May 1, 1999, is required to obtain a CAAPP permit and has, or will have, seasonal emissions of at least 10 tons/season of VOM.
- General Participant – Select this option if you are not applying for an account as a participating or new participating source. General participants may buy and sell ATUs.

SOURCE INFORMATION

This section is used to provide information on entities submitting applications to become a participating or new participating source.

BOA Id Number – Enter the nine digit identifier assigned to you by the Illinois EPA Division of Air Pollution Control Permit Section. This number is included on your permit.

ERMS Account Number – Enter the ERMS account number assigned to you. This information is required if you are updating information on your account. If you are applying for a new account, an account number will be assigned to you.

Source Name – Enter the name of the source applying for the account.

Address – Enter the address for where the source is located.

GENERAL PARTICIPANT INFORMATION

This section is used to provide information on entities submitting applications to become a general participant.

Name – Enter the individual's name or the company name for this account.

ERMS Account Number – Enter the ERMS account number assigned to you. This information is required if you are updating information on your account. If you are applying for a new account, an account number will be assigned to you.

Address – Enter the address for where the general participant is located.

ERMS CONTACT INFORMATION

This section is used to indicate a contact for the account.

Name – Enter the name of the authorized contact person.

Title – Enter the title of the authorized contact person.

Company Name – Enter the company name the contact works for, if applicable.

Address – Enter the address where correspondence is to be sent

Phone – Enter the phone number where the ERMS contact can be reached.

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Fax – Enter the fax number where the ERMS contact can be reached.

Pager/Other number – This phone number is meant to provide alternate means of reaching the ERMS contact. Typically, this number will be a pager or cell phone. Enter the applicable information for the ERMS contact.

E-mail – Enter the e-mail address of the ERMS contact.

SIGNATURE BLOCK

Provide the information in this section. When the form is completed, mail to:

Illinois EPA
Bureau of Air
Air Quality Planning Section
PO Box 19276
Springfield, Illinois 62794-9276