

ERMS Transfer Agreement Instructions

GENERAL INFORMATION

This form is used to submit a transfer agreement to the Bureau of Air. All sections must be completed with the individual account officers signing their respective signature block.

SELLER'S INFORMATION AND AUTHORIZATION

This section is used to provide information on the seller.

ERMS Account Number – Enter the ERMS account number that has been assigned to the account that is selling the ATUs.

Name of Seller – Enter the name (e.g., company name) associated with the account selling the ATUs.

Account Officer Name – Enter the name of the account officer who is representing the seller.

Account Officer Number – Enter the identification number assigned to the account officer.

Number of ATUs to be transferred – Enter the number of ATUs to be transferred each year.

Years Transfer Agreement Effective – Enter the beginning and ending seasons (years) the transfer agreement will be effective. For permanent transfer agreements, do not enter a value in the ending field.

Date of Transfer – Specify the date the transfer agreement is to take place each year. If no date is specified, the transfer agreement will execute on the day ATUs are allotted.

Purchase Price – Enter the amount that will be paid for each ATU.

Other Considerations – If considerations other than purchase price were involved in the transaction, check the “yes” box. Other considerations relate more to the financial side of the trade. For example, “ease of trade” is not classified as other considerations.

Account Officer Signature – The seller's account officer must sign and date this portion of the form.

BUYER'S INFORMATION AND AUTHORIZATION

This section is used to provide information on the buyer.

ERMS Account Number – Enter the ERMS account number that has been assigned to the account that is buying the ATUs.

Name of Buyer – Enter the name (e.g., company name) associated with the account buying the ATUs.

Account Officer Name – Enter the name of the account officer who is representing the buyer.

Account Officer Number – Enter the identification number assigned to the account officer.

Account Officer Signature – The buyer's account officer must sign and date this portion of the form.

MAILING ADDRESS

Once completed, mail the form to:

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