# Request for Special Access to ACMA Instructions

**GENERAL INFORMATION**

This form is used to submit a request for special access to ACMA for participating sources.

**ACCOUNT INFORMATION**

This section is used to provide information on the account requesting special access to ACMA.

- **ERMS Account Number** – Enter the ERMS account number that has been assigned to the account.
- **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.
- **Name** – Enter the name (e.g., company name) associated with the account.
- **Contact Name** – Enter the name of the authorized contact.
- **Phone Number** – Enter the phone number of the contact person.
- **Fax** – Enter the fax number of the contact person.
- **E-mail** – Enter the e-mail address of the contact person.

**REQUEST INFORMATION**

- **Number of ATUs requested** – Enter the number of ATUs you wish to purchase from ACMA.
- **Unable to obtain ATUs?** – If you were unable to obtain ATUs from either the market or through regular access to ACMA, check “yes”. Otherwise, check “no”. Checking “yes” requires a demonstration that you attempted to obtain ATUs through the market or regular access to ACMA.
- **Did VOM emissions exceed account balance?** – Select “yes” or “no” for what meets your specific case.

**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