



South Coast Air Quality Management District
 21865 Copley Drive
 Diamond Bar, CA 91765-4182
 (909) 396-2000 <http://www.aqmd.gov>

REQUEST TO REINSTATE EXPIRED APPLICATION OR PERMIT TO OPERATE

1. Facility Name _____	2. Facility ID #: _____	
3. Equipment Location Address:		
Street Address: _____	City _____	CA Zip _____
5. Equipment: Request is hereby made to reinstate the application or Permit to Operate the following equipment:		
Equipment Description: _____		
Application Number: _____	Permit Number: _____	
6. Fee Calculation		
The reinstatement fee is in addition to the expired fee and is 50% of the fee due at the time the application or permit expired up to a maximum of \$147.74 per application or permit.		
Expired Fee: _____		
Reinstatement Fee: _____		
Total Due: _____		
7. Signature Of Responsible Member Of Organization _____	8. Official Title Of Signer: _____	9. Date: _____
<small>A separate Request to Reinstatement must be submitted for each piece of equipment. Payment of all overdue fees and the reinstatement fee must accompany this request.</small>		

REQUEST TO REINSTATE INSTRUCTIONS

- A. Use one Request to Reinstatement form for each application or Permit to Operate to be reinstated.
- B. Total due must accompany request.
- C. Each request must be filled out completely. ONE COPY of request to be submitted to:
 South Coast AQMD, 21865 Copley Drive, Diamond Bar, CA 91765-4182. ATTENTION: Customer Service.
- D. Each request must be signed by a responsible member of the organization.
- E. For assistance in completing this Request to Reinstatement call SCAQMD Customer Service toll-free (866) 888-8838 (from inside California only), from outside California call (909) 396-2900.

Excerpts from Rule 301 (Permit Fees)

All permits to operate (including temporary permits to operate pursuant to Rule 202) for equipment on the same premises shall be renewed on the annual renewal date set by the Executive Office of the SCAQMD. The same annual renewal date shall apply from one change of ownership to another. At least 30 days before the annual renewal date, owner/operator of equipment under permit will be notified by mail of the amount to be paid and the due date. The annual operating permit fee (including temporary annual permit fee) shall be in the amount described in Rule 301(d)(2). If the annual operating permit fee is not paid within 30 days after the due date, the application or permit will expire and no longer be valid and the owner/operator will be notified by mail of the expiration and the consequences of operating equipment without a valid permit as required by Rule 203 (Permit to Operate);

An application or a permit to operate which has expired due to non-payment of fees may be reinstated by submitting a Request to Reinstatement the Application or Permit to Operate accompanied by a 50% reinstatement fee as described in subdivision (g) of Rule 301 and payment in full of the amount of fees due at the time the Application or Permit to Operate expired. **Such request and payment of such fees for an application or Permit to Operate which has expired must be made within one year of the date of expiration. If the period of expiration has exceeded one year or the affected equipment has been altered, a new application will be required.** The reinstatement fee shall not exceed \$147.74 per application or permit.

Operation of equipment without a permit subjects owner or operator to misdemeanor penalties for each day of operation.

Excerpts from State Health and Safety Code: Division 26, Part 4, Article 3. Penalties

24200. Any person, who violates any provision of this part, or any order, rule, or regulation of the state board or a district adopted pursuant to this part, is guilty of a misdemeanor. Every day during any portion of which such violation occurs constitutes a separate offense.