



Please see instructions on second page before filling out the form.

FACILITY AND PERMIT INFORMATION

1. Facility Name:		2. Facility ID Number:	
3. Brief Project Description:			
4. Facility Contact Name:		5. Facility Contact Title:	
6. Facility Contact Telephone Number:		7. Facility Contact Email:	
8. Mailing address where permit will be sent (street/city/state/zip code):		9. Physical address of facility (if different than mailing address) (street/city/state/zip code):	
10. County Facility is located			
11. Is the equipment portable?		<input type="checkbox"/> No <input type="checkbox"/> Yes	
12. NAICS codes		Primary NAICS:	Secondary NAICS (if applicable):
13. Brief business description and principal product produced:			
14. Describe any contiguous or adjacent facility this company owns or operates:			
15. Permit Application Type. Provide Permit Number for existing permit. For a PTC, an application fee is required.		<input type="checkbox"/> Initial Permit to Construct (PTC) <input type="checkbox"/> PTC Modification	
		PTC No. _____ Issued Date _____	
		<input type="checkbox"/> Initial Tier II <input type="checkbox"/> Tier II Modification <input type="checkbox"/> Tier II Renewal	
		Tier II No. _____ Issued Date _____	
		<input type="checkbox"/> Initial Tier I <input type="checkbox"/> Tier I Administrative Amendment	
		<input type="checkbox"/> Tier I Minor Modification <input type="checkbox"/> Tier I Significant Modification	
		<input type="checkbox"/> Tier I Renewal	
16. For Tier I permitted facilities only: If you are applying for a PTC then you must specify how the PTC will be incorporated into the Tier I permit.		<input type="checkbox"/> Incorporate PTC at the time of Tier I renewal (IDAPA 58.01.01.209.05.a) <input type="checkbox"/> Co-process PTC with Tier I Modification (IDAPA 58.01.01.209.05.b) <input type="checkbox"/> Administrative amend the Tier I to incorporate PTC upon applicant's request (IDAPA 58.01.01.209.05.c)	
17. <input type="checkbox"/> Check here to request facility draft permit before final issuance.			
18. <input type="checkbox"/> Check here to request a permit hand-off meeting.			

Certification of Truth, Accuracy, and Completeness (by Responsible Official)

I hereby certify that based on information and belief formed after reasonable inquiry, the statements and information contained in this and any attached and/or referenced document(s) are true, accurate, and complete in accordance with IDAPA 58.01.01.123 124.

 Responsible Official Signature

 Responsible Official Title

 Date

 Print or Type Responsible Official Name

Instructions for Form GI

Facility Information:

1. Provide facility name. If the facility is doing business as (dba) a facility different in name than the primary facility, provide the dba name.
2. If the facility is an existing permitted facility in Idaho, provide the facility identification number. If the facility is new and does not yet have a Facility ID, leave blank.
3. Provide a brief project description.
- 4-7. Provide the name of the *primary* contact person for this permit application. Provide title, telephone number, and e-mail address for the primary contact person.
8. Provide mailing address where DEQ should mail the final permit.
9. Provide the physical address where the equipment or facility is located (if different than 8).
10. Provide the Idaho County where the equipment or facility is located.
11. Indicate if equipment is portable by checking the appropriate box.
12. Provide the primary and secondary (if applicable) North American Industry Classification System (NAICS) code(s) for your facility.
13. Describe the primary activity and principal product of your business as it relates to the NAICS code listed in 12.
14. Identify and describe any other sources or equipment owned and operated by the primary facility that are located on contiguous or adjacent properties and the role the source or equipment plays in supporting the primary facility.

Permit Application Type:

15. Check the box describing the type of permit application. Provide the permit number as applicable.

Important note: Applications can be mailed hard copy or submitted electronically (PDF version) to:

Idaho Department of Environmental Quality
Attn: Air Quality Program
1410 North Hilton
Boise, ID 83706-1255

Electronically: Send to the Stationary Source Permit Program Coordinator (see the DEQ website)

PTC Fee:

Important note: If application is for a permit to construct (PTC), include the application fee of \$1,000 when submitting the application. Per IDAPA 58.01.01.226.02, DEQ cannot process the application without the fee, which must be submitted with the application.

If paying PTC Fee with a check, make the check payable to the Idaho Department of Environmental Quality, and send with the application to the above address:

If paying with a credit card or E-check, payment can be made at <https://www.accessidaho.org/ai/payport/online/deg/index.html> (**Note:** Convenience fee of 3% applies to credit card payments, \$5 to E-check payments.)

If paying by bank wire transfer the DEQ Fiscal Office at (208) 373-0446.

16. For existing Tier I facilities that are applying for a PTC, the applicant must specify how the PTC will be incorporated into the Tier I permit (IDAPA 58.01.01.209.05). If you have questions, call the Air Permit Hotline at 1-877- 5Permit (1-877-573-7648).
17. Check this box to indicate if you want to review a draft permit before the final permit is issued.
18. Check this box to indicate if you want to request a permit hand-off meeting. This meeting is an opportunity to meet with DEQ staff to further understand how to demonstrate and maintain compliance with your permit conditions. If this box is checked, a DEQ representative will contact you to schedule a permit hand-off meeting after the final permit has been issued.

Certification of Truth, Accuracy, and Completeness (by Responsible Official):

Provide the name, title, address, telephone number, and e-mail of the facility's responsible official. Responsible Official is defined in IDAPA 58.01.01.006. The responsible official must sign and date the application before it is submitted to DEQ. **Important note:** DEQ does accept applications submitted via e-mail (PDF version) as long as it has a representation of the actual signature of the responsible official.