



Technical Standards and Safety Authority  
 345 Carlingview Drive  
 Toronto, Ontario M9W 6N9  
 Tel: 416.734.3300  
 Fax: 416.734.3202  
 Customer Service: 1.877.682.8772  
 Email: licencingandregistration@tssa.org  
 www.tssa.org

# Application for Reinstatement of an Ontario Licence to Operate a Retail Outlet or a Bulk Storage Plant

**Technical Standards and Safety Act**  
 Liquid Fuels Regulation

Check applicable box(es) <table style="width:100%; margin-top: 5px;"> <tr> <td style="width:35%;"><b>Gasoline Station</b></td> <td style="width:30%;"><input type="checkbox"/> Marina</td> </tr> <tr> <td><input type="checkbox"/> Card/Keylock</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Full-Serve</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Self-Serve</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Split-Serve</td> <td><b>Bulk Storage Plants</b></td> </tr> <tr> <td><input type="checkbox"/> Off-Road Recreational Vehicle</td> <td><input type="checkbox"/> Less than 350,000 L</td> </tr> <tr> <td><input type="checkbox"/> Remotely Monitored Retail Site</td> <td><input type="checkbox"/> Between 350,000 L and 2,300,000 L</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Greater than 2,300,000 L</td> </tr> </table>	<b>Gasoline Station</b>	<input type="checkbox"/> Marina	<input type="checkbox"/> Card/Keylock		<input type="checkbox"/> Full-Serve		<input type="checkbox"/> Self-Serve		<input type="checkbox"/> Split-Serve	<b>Bulk Storage Plants</b>	<input type="checkbox"/> Off-Road Recreational Vehicle	<input type="checkbox"/> Less than 350,000 L	<input type="checkbox"/> Remotely Monitored Retail Site	<input type="checkbox"/> Between 350,000 L and 2,300,000 L		<input type="checkbox"/> Greater than 2,300,000 L	<b>For Office Use Only</b>   
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Storage Tank Information	Underground		Aboveground		
	Qty	Total Capacity	Qty	Total Capacity	
Gasoline					
Diesel Fuel					
Other. Specify:					
Was this facility previously licensed under the Act? <input type="checkbox"/> Yes <input type="checkbox"/> No					Total Storage Capacity In Litres
If 'yes', provide name of previous owner				Licence Number	

### A. LICENCE HOLDER INFORMATION

Person or Company Name: \_\_\_\_\_

Corporation Number/Business Identification Number: \_\_\_\_\_

Street Name / 911 Number/Address, if applicable: \_\_\_\_\_

Unit/Suite: \_\_\_\_\_ PO Box: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_ Cell No.: \_\_\_\_\_ Email: \_\_\_\_\_

Print Name of Contact Person: \_\_\_\_\_ Signature of Contact Person: \_\_\_\_\_

### B. FACILITY LOCATION Same as: A

(Note this must be a delivery or fire route address.)

Person or Company Name: \_\_\_\_\_

Street Name / 911 Number/Address, if applicable: \_\_\_\_\_

Unit/Suite: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_ Cell No.: \_\_\_\_\_

E-mail: \_\_\_\_\_

Print Name of Contact Person: \_\_\_\_\_

### C. TECHNICAL CONTACT Same as: A B D

(Person or Company we should communicate with regarding engineering AND/OR inspection approval on behalf of the owner.)

Person or Company Name: \_\_\_\_\_

Street Name / 911 Number/Address, if applicable: \_\_\_\_\_

Unit/Suite: \_\_\_\_\_ PO Box: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_ Cell No.: \_\_\_\_\_

E-mail: \_\_\_\_\_

Print Name of Contact Person: \_\_\_\_\_

**Note: It is illegal to use an appliance, equipment, or work for its intended purpose unless it is approved.**  
 Please note that this approval may be revoked or suspended if the relevant review and inspection fees are not paid in full.



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*Technical Standards and Safety Act*  
 Liquid Fuels Regulation

Facility Address:

**D. INVOICEE**

Same as:  A

(Person or Company responsible for fees invoiced for approval including engineering AND inspection fees.)

Person or Company Name:

Street Name / 911 Number/Address, if applicable:

Unit/Suite:

PO Box:

City/Town:

Province:

Postal Code:

Telephone No.:

Fax No.:

Cell No.:

E-mail:

Print Name of Contact Person:

Signature of Contact Person:

Date of Application (dd-mm-yyyy): \_\_\_\_\_

### FEES\*

(HST Registration No: 891131369)

Enter # of years operating without a License	Current Year	Total Years	License	Fee Type	License Fee	Total Years		Total Fees Due
			<b>Gas Station</b> (includes License, engineering, initial & 1 follow-up inspection and travel)					
			Small - 25,000 Litres or less	Flat*	\$ 628.00	x	=	
			Medium - 25,001 - 150,000 Litres	Flat*	\$ 829.00	x	=	
			Large - 150,000+ Litres	Flat*	\$ 907.00	x	=	
			<b>Marina</b> (includes License, engineering, initial & 1 follow-up inspection and travel)					
			Small - 5,000 Litres or less	Flat*	\$ 448.00	x	=	
			Medium - 5,001 - 25,000 Litres	Flat*	\$ 560.00	x	=	
			Large - 25,000+ Litres	Flat*	\$ 829.00	x	=	
			<b>Bulk Plant</b> (includes License, engineering, initial & 1 follow-up inspection and travel) up to 2 engineering hours and 8 inspection hours included					
			Bulk (small) <350,000 Litres	Flat*	\$ 941.50	x	=	
			Bulk (medium) 350,000 L to <2,300,000 Litres	Flat*	\$ 2,061.50	x	=	
			Bulk (large) ≥ 2,300,000 Litres	Flat*	\$ 3,266.00	x	=	

<b>Total Reinstatement Fees Due</b>	
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Value in Box 2 to be entered in TSSA Service Prepayment Portal

**2**

Click here to access [TSSA Service Prepayment Portal](#)

**All required fees must be prepaid for application to be processed. Fees are non-refundable.**

**\*Note: Engineering and/or Inspection services may be required to reinstate the license/ registration and will be billed as a separate fee**

\*Flat fees relating to engineering services or initial inspection may be subject to additional billing if engineering submissions are inadequate or require excessive engineering review/initial inspection time. Additional billing, if any, will be billed in 1/4 hour increments at the applicable hourly labour rate based on TSSA's posted fee schedule. All labour rates are per inspector or engineer.

**Legal Disclaimer** - The owner agrees to hold harmless the Technical Standards and Safety Authority, its employees, agents, successors and assigns from any and all damages, actions, suits, claims or loss arising from the use, approval or refusal to approve of the appliance, equipment or work to which this approval applies. In the event of claims made against TSSA arising from the use of the appliance, equipment or work the owner accepts, on demand to defend such actions on behalf of TSSA and to assume any costs legal or otherwise for the defence or settlement of such claims. Failure to comply with any of the terms and conditions of the approval voids the approval.