



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
 licensingandregistration@tssa.org
 www.tssa.org

**Application for a Review of a Risk and Safety Management
 Plan (RSMP) for an Existing Propane Facility**
Technical Standards and Safety Act
 Propane Storage and Handling Regulation

**Failure to fully complete this form may result in rejection.
 Making a false statement may result in a fine or prosecution.**

For Office Use Only

Licence Number

**The Undersigned applies to TSSA for a review for an RSMP under Ontario's *Technical Standards and Safety Act*,
 Propane Storage and Handling Regulation.**

Firm Name _____ Ontario Corporation No., if applicable _____

A E-mail Address _____

Area Code _____ Telephone No. _____ Contact Person _____

B Street No. _____ Street Name, P.O. Box No., etc. _____

Mailing Address Town / City or Township / County _____ Province _____ Postal Code _____

Information on Container Refill Centre or Filling Plant

Location of premises to be licensed

Street No. _____ Street Name, Lot / Concession No. _____

C Town / City or Township / County _____ Province _____ Postal Code _____

Supplier _____

D Street No. _____ Street Name, Lot / Concession No. _____

Town / City or Township / County _____ Province _____ Postal Code _____

Licence Number _____ Total Storage Capacity _____
 In U.S. Water Gallons

Persons employed that hold a required certificate or Record of Training. Add an additional sheet if insufficient space.

Name _____	Certificate Number _____
_____	Certificate Number _____

Application is valid for 12 months from date received by TSSA. You are required by law to notify TSSA of any change of information.

I certify that the above information is true. _____ Date (mm-dd-yyyy) _____

Print name of Owner/Operator _____

Position _____ Signature _____



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Note:
 The following fees are applicable only if there are changes to the most recent RSMP submission.
 If this RSMP is for a new facility/License Holder Change, RSMP fees are charged as part of the initial application fee and the fees below do not apply. If there are no changes to the RSMP, no RSMP fees are due.

FEES
(HST Registration No: 891131369)

Select	Service	Fee Type	Service Fee	HST on Service Fee	Total (Including HST)	Total Fees Due
	Risk Safety Management Plan (RSMP) - Changes to RSMP from prior year's submission					
	Bulk Plant & Fill Sites - L1, <5,000 Gallons (includes review)	Flat*	\$ 213.00	\$ 27.69	\$ 240.69	
	Bulk Plant & Fill Sites - L2, >=5,000 Gallons (includes review, initial inspection, 1 follow-up and travel) (up to 7.5 engineering hrs and 6.5 inspection hrs)	Minimum**	\$ 2,134.00	\$ 277.42	\$ 2,411.42	
	Expedited Services***					
	Expedited Engineering Services (Additional charge to engineering review per site application)	Flat	\$ 533.50	\$ 69.36	\$ 602.86	

Total Fees Due				
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1

If paying by credit card, amount in Box 1 to be entered in TSSA Service Prepayment Portal

All required fees must be prepaid for application to be processed. Fees are non-refundable.
For payment options, see Payment Instructions

*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.

**All minimum fees include specified hours. Excess time above the specified included hours 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.

*****Expedited Services**
 Expedited service fees are non-refundable
 Expedited services places your application in an expedited service line.



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PAYMENT INSTRUCTIONS

TSSA use only	L #	CH #
WO # _____		

If paying by cheque, bank draft, money order, this form must accompany all applications submitted to TSSA. A separate payment form is required for each application. Please refer to our fee schedule posted on our website www.tssa.org. HST Registration No: 891131369.

Payment Options:

Credit Card - Click link below

[TSSA Service Prepayment Portal](https://forms.tssa.org/Payments/Service-Prepayment-Portal)

<https://forms.tssa.org/Payments/Service-Prepayment-Portal>

Cheque, Bank Draft or Money Order (payable to Technical Standards and Safety Authority)

Name of Applicant/Organization:

Telephone No:

Email Address:

Cheque/Bank Draft/Money Order #: _____

Mail payment along with a copy of your application to:

Attention: Accounts Receivable
Technical Standards and Safety Authority
345 Carlingview Drive
Toronto, Ontario M9W 6N9

If a copy of the application is not submitted with your payment, this will delay the processing of the application.

Dishonored Payments: A \$35 administration fee will apply for each returned item