



# Ohio Environmental Protection Agency

## Request for Transfer of Ownership

Form Revised: 07/2009

### INSTRUCTIONS<sup>1</sup>

This form<sup>2</sup> is for non-Title V facilities only and only needs to be completed for the information you want to update for your facility as part of notifying the Agency of a transfer in ownership. Complete this form to update Ohio EPA's records to transfer facility ownership or change the Authorized Representative (AR)/contact information for a permitted facility regulated by the Ohio EPA Division of Air Pollution. Complete the form to establish or update the various contact types identified below. Submit the completed form to your Ohio EPA District Office or local air agency<sup>3</sup> contact.

**Ownership transfer information (  Check here if no change in ownership)**

Effective Date of Transfer:	
Air Facility ID:	

Old	Facility Name:	
	Facility Address**:	
	Facility City, State, Zip:	

New	Facility Name:	
	Facility Address**:	
	Facility City, State, Zip:	
	Mailing Address:	
	Mailing City, State, Zip:	

**\*\* If facility address has changed, please provide a detailed explanation:**

	Circle one:	Corporation	Person
New Owner (complete all that apply)	Name:		
	Title:		
	Phone:		
	Fax:		
	Email:		
	Address:		
	City, State, Zip:		



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### Contact information

<b>Authorized Representative</b>	Name:	
	Title:	
	Phone:	
	Fax:	
	Email:	
	Address:	
	City, State, Zip:	

<b>On-Site</b>	Name:	
	Title:	
	Phone:	
	Fax:	
	Email:	
	Address:	
	City, State, Zip:	

<b>Operator</b>	Name:	
	Title:	
	Phone:	
	Fax:	
	Email:	
	Address:	
	City, State, Zip:	

<b>Billing</b>	Name:	
	Title:	
	Phone:	
	Fax:	



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	Email:	
	Address:	
	City, State, Zip:	

<b>Primary</b>	Name:	
	Title:	
	Phone:	
	Fax:	
	Email:	
	Address:	
	City, State, Zip:	

<b>Other</b>	Other Type:	
	Name:	
	Title:	
	Phone:	
	Fax:	
	Email:	
	Address:	
	City, State, Zip:	

Completed by

Date



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Ohio EPA use only

**Recommended By:** \_\_\_\_\_

**Date Form Completed:** \_\_\_\_\_

<sup>1</sup> This form is not required. A simple letter can suffice. This form can also be used to update contact information absent a transfer of ownership. Simply check the "No change in Ownership" box at the top of the form. Complete whichever contact types are changing.

<sup>2</sup> You do not need to submit this form or any other hard copy notification if you are an Air Services User through the Ohio EPA eBusiness Center. For more information about Air Services User and the Ohio EPA eBusiness Center, we suggest review of the Ohio EPA Answer Place topic describing the eBusiness Center at:

<http://ohioepa.custhelp.com> and search for "1129" or "What is Ohio EPA's eBusiness Center?"

<sup>3</sup> See <http://www.epa.state.oh.us/dapc/general/dolaa.html> or call 614.644.2270 to find out where to send this form.