



Year 2007

Air Quality Division

*ANNUAL AIR EMISSIONS INVENTORY QUESTIONNAIRE
For Minor Sources*

The 2007 Annual Emissions Inventory Questionnaire includes 4 forms that are required to be completed and submitted to the Air Quality Division. Instructions for each form are included below. Upon completion, submit all forms along with the signature by the Responsible Official of the facility within 90 days of receipt of a letter from the Department to the address below.

FORM 1: Facility General Information

Complete all information as requested.

FORM 2: Equipment, Stack & Location Data

Equipment Data: List all of the permitted equipment operated. Indicate, if not available.
Stack Data: Provide the information of each stack.
Location Data: If the portable equipment was moved from one location to another, list the dates, the cities & counties, the latitude & longitude or address/driving directions.

FORM 3: Emissions Data – Point & Fugitive Emissions

Enter the equipment id, annual process rate or design capacity, hours of operation, pollutants, control device and control efficiency, emission factor, emission factor reference (AP-42 11.2.3 1997) and actual emissions totals. If the hours of operation are unknown, enter 8760 as the worst case estimates.

FORM 4: Summary

Summarize all of the emissions by each pollutant and enter the total value. All reports submitted to the Department should be certified true and accurate by the responsible official of the facility. This person is the owner or operator of the facility. **If there is a change of the Responsible Official of the facility, please notify the Department with an additional letter stating the change.**

If you have any question or have difficulty completing this form, please contact Darlene Celaya at (602) 771 7662.

**Arizona Department of Environmental Quality
Attention: Darlene Celaya, Emissions Inventory Team
Air Quality Division, Compliance Section 3415A-3
1110 West Washington Street
Phoenix, AZ 85007**

FORM 1: FACILITY GENERAL INFORMATION

Year: 2007

SECTION I: *Plant Identification & Mailing Information*

Company Name:

Place Name:

Place ID:

Mailing Address:

City:

State:

ZIP:

County:

Phone:

Fax:

LTF #/Permit #:

Facility Type:

SECTION II: *Emission Inventory Contact*

Name:

Title:

Phone:

Fax:

E-mail Address:

SECTION III: *Confidential Request*

Pursuant to Arizona Revised Statutes §49-432 and §49-201, do you claim the Emissions Inventory data submittal confidential. If yes, include which portions of the inventory are confidential along with a brief explanation:

- _____ Yes
 _____ No

FORM 2: EQUIPMENT, STACK & LOCATION DATA

Equipment Data

Equipment Type	Equipment ID	Design Capacity & Units	Hours of Operation	Control Device

Stack Information

	Stack #1	Stack #2	Stack #3	Stack #4
Equipment Name				
Height (feet)				
Diameter (feet)				
Velocity (feet/second)				
Exhaust Gas Temperature (F)				
Flow Rate (actual cubic feet per minute)				

Location

Date		City & County of Operation	Latitude	Longitude	Address or Driving Directions
From	To				

FORM 3: EMISSIONS DATA

Equip. ID	Annual Process Rate or Design Capacity	Units	Hours of Operation (hours/year)	Pollutant	Pollutant Control Device	Control Efficiency (%)	Emission Factor	Units	Emission Factor Reference	Actual Emissions (tons/year)

***Please attach a sample calculation for each process pollutant. If using emission factor other than AP-42, include a detailed explanation and supporting documentation where the emission factor was obtained from.

FORM 4: SUMMARY & CERTIFICATION**Year: 2007***Summary - Total all the emissions for each pollutant and enter in the table below*

Pollutant	Tonnage (tons per year)
Particulate Matter (PM)	
Particulate Matter less than 10 microns (PM10)	
Nitrogen Oxides (NOx)	
Sulfur Oxides (SOx)	
Volatile Organic Compounds (VOC)	
Carbon Monoxide (CO)	
Lead (Pb)	
Hazard Air Pollutants (HAPs)	

Certification of Truth & Accuracy

I certify that I have knowledge of the facts set forth in this questionnaire, and that the same are true, accurate and complete to the best of my knowledge and belief, and that all information not identified by me as confidential in nature shall be treated by the Arizona Department of Environmental Quality as public record.

Signature of Responsible

Official:

Date:

Print Name:

Title: