



Janice K. Brewer
Governor

ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY

1110 West Washington Street • Phoenix, Arizona 85007
(602) 771-2300 • www.azdeq.gov



Henry R. Darwin
Director

Fleet Station Permit (A.A.C. R18-2-1019; LTF rule table 4, category 1)

This license is subject to license time frames (LTF) statute (A.R.S. §§ 41-1072 through 41-1079) and rule (A.A.C. R18-1-501 through R18-1-525). The following are the steps that an applicant must take to in order to obtain this license:

1. Determine if this is the license you wish ADEQ to grant you.
2. Complete the enclosed application form. **Type or Print** all entries. The application must be signed by one of the following: The owner(s) of an individual business or partnership; a corporate officer of a corporation; Transportation Manager of a government agency or school district.
3. Complete the fleet agent authorization form attached to the application. You are required to identify a fleet agent before ADEQ can consider your application for a fleet station permit. The fleet agent must be a person who is employed by the fleet, has passed the fleet agent examination, and who is in charge of day to day operations of the fleet station. In the Phoenix area examinations are administered on Fridays, between 8:00 a.m. and 2:00 p.m., at the address printed at the top of the application. In the Tucson area examinations are administered Monday through Friday, between 8:00 a.m. and 2:00 p.m., at the address printed at the top of the application. **A completed agent authorization must be on file for agent license to be issued.**
4. Return the completed application to the appropriate address printed at the top of the application.
5. Respond promptly to all requests for additional information by ADEQ during the application review process.

Licensing Time Frames requirements for this license are:

| | |
|---|-------------------------|
| Administrative Completeness Review Time Frame | 15 Business Days |
| Substantive Review Time Frame | <u>21 Business Days</u> |
| Overall Time Frame | 36 Business Days |

The LTF rule provides for a time frame suspension under certain limited circumstances to allow an applicant the opportunity to correct an application deficiency rather than face a summary denial under LTF statute. Please refer to the rule for more information.

Should you need additional information or assistance during the permit process call (602) 771-3959 in the Phoenix area, or (520) 628-6036 in the Tucson area.



**ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY
AIR QUALITY VEHICLE EMISSIONS**

FLEET VEHICLE EMISSIONS INSPECTION STATION APPLICATION

Return completed application to:

Vehicle Emissions Inspection
600 North 40th Street
Phoenix, AZ 85008-6499

OR

Vehicle Emissions Inspection
4040 East 29th Street
Tucson, AZ 85711-6199

PURSUANT TO ARS § 49-546, APPLICATION IS HEREBY MADE FOR A FLEET VEHICLE EMISSIONS INSPECTION STATION.

| | | |
|-------------------|------------|----------------|
| PERMIT NAME: | | |
| PERMIT ADDRESS: | CITY: | ZIP+4 |
| NAME OF BUSINESS: | | |
| MAILING ADDRESS: | CITY/ST: | ZIP+4 |
| PHONE NUMBER | FAX NUMBER | E-MAIL ADDRESS |

APPLICANT IS: INDIVIDUAL PARTNERSHIP CORPORATION & LLC GOVERNMENT AGENCY

APPLICATION IS FOR: NEW FLEET PERMIT OR CHANGE OF OWNERSHIP OFF-SITE PERMIT
 CHANGE OF ADDRESS CHANGE PERMIT NAME

TYPE OF BUSINESS: AUTO DEALER, LIC. NO. _____ FLEET SERVICE SHOP
 SCHOOL DISTRICT GOVERNMENT ENTITY RENTAL FLEET SHOP

PERMIT FOR THE INSPECTION OF NON-DIESEL VEHICLES REQUIRING:

IDLE, TAMPERING & GAS CAP IDLE, 2500RPM UNLOADED, TAMPERING, & GAS CAP
 ON-BOARD DIAGNOSTIC II & GAS CAP TRANSIENT LOADED, EVAP PRESSURE, & GAS CAP
 IDLE, LOADED, TAMPERING & GAS CAP **FOR SPECIFIC PERMIT REQUIREMENT REFER TO FLEET HANDBOOK**

PERMIT FOR THE INSPECTION OF DIESEL VEHICLES REQUIRING:

LOADED DIESEL & TAMPERING SNAP-ACCELERATION DIESEL & TAMPERING

Read and initial the One (1) applicable statement below,

_____ I am in charge of the day to day operations of the fleet vehicle emissions inspection station and agree to meet the "Fleet Agent" examination requirement prior to the issuance of permit.

_____ I am not in charge of the day to day operations of the fleet vehicle emissions inspection station and I agree to employ and designate a "Fleet Agent" who will meet the examination requirement prior to the issuance of permit.

By signing this application, the applicant agrees to provide information to the Department as may be prescribed by the Director.

Signature (see accompanying instruction sheet for signatory requirement)

Print Name & Title