

**APPLICATION FOR  
PORTABLE EQUIPMENT REGISTRATION**

**- INSTRUCTIONS -**

- A.** Pursuant to Rule 3150 - Fees for Portable Equipment Registration, a non-refundable filing fee is required for each emissions unit that will be registered (an additional fee is required if the equipment will be registered as non-active). An emissions unit is any distinct process which 1) consists of the aggregation of equipment items operating together to perform a given function; 2) has the potential to cause the emission of an air contaminant; and 3) is temporary in its operation. An emissions unit may consist of a single piece of equipment or multiple pieces of equipment and includes any associated air pollution control equipment. In accordance with Rule 2280, each IC engine with a maximum rating greater than 50 hp will be required to be registered or permitted as a separate emissions unit. If you do not know the total number of emissions units, the District will determine that for you and send a bill for the appropriate fee. Make checks or money orders payable to the SJVUAPCD. See District Rule 3150 for additional information on fees: <http://www.valleyair.org/rules/currnrules/R3150.pdf>
- B.** **Line 1.** Indicate the name of the business exactly as it should appear on the Portable Equipment Registration.
- C.** **Line 2.** List the mailing address where correspondence regarding the application and billing for the Portable Equipment Registration annual fee may be sent. Please include your zip code.
- D.** **Line 3.** Indicate whether the unit will be used for rental purposes or not.
- E.** **Line 4.** Indicate where the equipment is normally stored when it is not in operation.
- F.** **Line 5a.** Indicate if the unit resided in the State of California at any time during 1993. If the unit did reside in the State of California in 1993, and it is registered no later than April 20, 1995, the unit will qualify as an Existing Emissions Unit. If the unit did reside in California during 1993, attach adequate documentation as proof. Examples of adequate documentation are existing permits issued by an Air Pollution Control District, District air pollution inventory records, tax or licensing records, and maintenance records.
- G.** **Line 5b.** List the date that the unit was initially operated in California.
- H.** **Line 5c.** Indicate whether the unit is an Equivalent Replacement of a previously registered unit or not. If the unit is an Equivalent Replacement, list the registration number of the previously registered unit. An Equivalent Replacement unit fits into one of two categories. The first is a unit that has a maximum rating that does not exceed that of the unit being replaced, and the replacement unit is equipped with equal or better air pollution control technology. The second is a unit where the maximum controlled emission rate is reduced by at least twice the increase from the maximum rating of the existing unit, on a percentage basis. An Equivalent Replacement Unit, replacing an Existing Emissions Unit, will be treated as an Existing Emissions Unit.
- I.** **Line 6.** Indicate the source category and complete the appropriate Supplemental Application Form. Once the Portable Equipment Registration Application Form and the appropriate Supplemental Application Forms are completed, file these forms with the District. If you do not have the appropriate Supplemental Application Forms, you can request these from the District.
- J.** **Line 7.** List the general nature of the business performed by the applicant.

- K. Line 8.** The operations for which this equipment is used must be temporary (less than 6 months) at any facility or address. If not, this application is invalid. List the additional Air Pollution Control Districts that the unit may be operated in.
- L. Line 9.** Indicate whether or not the application is being submitted as the result of a violation. If yes, please provide the number associated with the Notice of Violation or Notice to Comply.
- M. Line 10.** Type or print the name and title of the person signing as the applicant. The applicant must be an officer of the business who will be responsible for complying with all conditions of the Portable Equipment Registration. Sign and indicate the date the application form was completed.
- N. Line 11.** List the daytime telephone number, cell phone number, and email address of the applicant.

Applications may be submitted by mail or in person at any District office. The District is pleased to provide small businesses with assistance in all aspects of the registration process. Businesses are welcome to call the **Small Business Assistance (SBA) Hotline** or visit the Small Business Assistance Office located in each of our regional offices. No appointment is necessary. For more information call the SBA Hotline serving the region in which your business is located.

**Northern Regional Office**

(Serving San Joaquin, Stanislaus and Merced Counties)

4800 Enterprise Way  
Modesto, CA 95356-8718  
(209) 557-6400  
FAX: (209) 557-6475  
**SBA HOTLINE: (209) 557-6446**

**Central Regional Office**

(Serving Madera, Fresno and Kings Counties)

1990 E. Gettysburg Avenue  
Fresno, CA 93726-0244  
(559) 230-5900  
FAX: (559) 230-6061  
**SBA HOTLINE: (559) 230-5888**

**Southern Regional Office**

(Serving Tulare and Kern Counties)

34946 Flyover Court  
Bakersfield, CA 93308  
(661) 392-5500  
FAX: (661) 392-5585  
**SBA HOTLINE: (661) 392-5665**