Recordkeeping Reminders

- Record all weekly inspections by the end of the day on Saturday of the following week.
- Record 12-month rolling totals of gasoline delivered by the end of the following month.
- Record all repairs, replacements, and modifications to any component of the vapor balance/recovery system. Ensure California Air Resources Board (CARB) certification.

Annual Administrative Fees and Permit Renewals

- Annual administrative fees are due each year on the date of permit issuance. The invoice will be emailed to the permitting contact listed for the facility.
- Paying the annual fee does not renew a permit.
- Permit renewals must be submitted through the AQD Online Portal at Encromerr.epa.gov. For assistance with submitting a permit renewal application, visit Maricopa.gov/1820

Need Help?

The Business Assistance Unit offers courtesy site visits, on-site training, rule interpretation and education, and formal case reviews for violations. Request a courtesy site visit at Maricopa.gov/1793

Helpful Links

- Permit Conditions: Maricopa.gov/DocumentCenter/View/16990
- Rule 353: Maricopa.gov/DocumentCenter/View/5281
- Recordkeeping Templates: Maricopa.gov/1814
- Informational Video: Youtube.com/watch?v=BI-lnqvf8ZM

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