



**AIR PERMIT APPLICATION COVER SHEET**  
 State Form 50639 (R4 / 1-10)  
 INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

**IDEM – Office of Air Quality – Permits Branch**  
 100 N. Senate Avenue, MC 61-53 Room 1003  
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[www.IN.gov/idem](http://www.IN.gov/idem)

- NOTES:**
- The purpose of this cover sheet is to obtain the core information needed to process the air permit application. This cover sheet is required for all air permit applications submitted to IDEM, OAQ. Place this cover sheet on top of all subsequent forms and attachments that encompass your air permit application packet.
  - Submit the completed air permit application packet, including all forms and attachments, to **IDEM Air Permits Administration** using the address in the upper right hand corner of this page.
  - IDEM will send a bill to collect the filing fee and any other applicable fees.
  - Detailed instructions for this form are available on the Air Permit Application Forms website.

FOR OFFICE USE ONLY	
<b>PERMIT NUMBER:</b>	_____ - _____ - _____
<b>DATE APPLICATION WAS RECEIVED:</b>	_____ / _____ / _____

**1. Tax ID Number:** \_\_\_\_\_

**PART A: Purpose of Application**

Part A identifies the purpose of this air permit application. For the purposes of this form, the term "source" refers to the plant site as a whole and NOT to individual emissions units.

**2. Source / Company Name:** \_\_\_\_\_ **3. Plant ID:** \_\_\_\_\_

**4. Billing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **ZIP Code:** \_\_\_\_\_

**5. Permit Level:**  Exemption  Registration  SSOA  MSOP  FESOP  TVOP  PBR

**6. Application Summary:** *Check all that apply. Multiple permit numbers may be assigned as needed based on the choices selected below.*

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Initial Permit   | <input type="checkbox"/> Renewal of Operating Permit        | <input type="checkbox"/> Asphalt General Permit            |
| <input type="checkbox"/> Review Request   | <input type="checkbox"/> Revocation of Operating Permit     | <input type="checkbox"/> Alternate Emission Factor Request |
| <input type="checkbox"/> Interim Approval | <input type="checkbox"/> Relocation of Portable Source      | <input type="checkbox"/> Acid Deposition (Phase II)        |
| <input type="checkbox"/> Site Closure     | <input type="checkbox"/> Emission Reduction Credit Registry |  |

Transition (between permit levels) *From:* \_\_\_\_\_ *To:* \_\_\_\_\_

- Administrative Amendment:
- |  |   |
|--|---|
| <input type="checkbox"/> Company Name Change                     | <input type="checkbox"/> Change of Responsible Official |
| <input type="checkbox"/> Correction to Non-Technical Information | <input type="checkbox"/> Notice Only Change             |
| <input type="checkbox"/> Other (specify): _____                  |   |

- Modification:
- |  |  |  |
|--|--|--|
| <input type="checkbox"/> New Emission Unit or Control Device     | <input type="checkbox"/> Modified Emission Unit or Control Device        |  |
| <input type="checkbox"/> New Applicable Permit Requirement       | <input type="checkbox"/> Change to Applicability of a Permit Requirement |  |
| <input type="checkbox"/> Prevention of Significant Deterioration | <input type="checkbox"/> Emission Offset                                 | <input type="checkbox"/> MACT Preconstruction Review |
| <input type="checkbox"/> Minor Source Modification               | <input type="checkbox"/> Significant Source Modification                 |  |
| <input type="checkbox"/> Minor Permit Modification               | <input type="checkbox"/> Significant Permit Modification                 |  |
| <input type="checkbox"/> Other (specify): _____                  |  |  |

**7. Is this an application for an initial construction and/or operating permit for a "Greenfield" Source?**  Yes  No

**8. Is this an application for construction of a new emissions unit at an Existing Source?**  Yes  No

### PART B: Pre-Application Meeting

Part B specifies whether a meeting was held or is being requested to discuss the permit application.

9. Was a meeting held between the company and IDEM prior to submitting this application to discuss the details of the project?

No       Yes:    *Date:*

10. Would you like to schedule a meeting with IDEM management and your permit writer to discuss the details of this project?

No       Yes:    *Proposed Date for Meeting:*

### PART C: Confidential Business Information

Part C identifies permit applications that require special care to ensure that confidential business information is kept separate from the public file.

Claims of confidentiality must be made at the time the information is submitted to IDEM, and must follow the requirements set out in the Indiana Administrative Code (IAC). To ensure that your information remains confidential, refer to the IDEM, OAQ information regarding submittal of confidential business information. For more information on confidentiality for certain types of business information, please review IDEM's Nonrule Policy Document Air-031-NPD regarding Emission Data.

11. Is any of the information contained within this application being claimed as **Confidential Business Information**?

No       Yes

### PART D: Certification Of Truth, Accuracy, and Completeness

Part D is the official certification that the information contained within the air permit application packet is truthful, accurate, and complete. Any air permit application packet that we receive without a signed certification will be deemed incomplete and may result in denial of the permit.

For a Part 70 Operating Permit (TVOP) or a Source Specific Operating Agreement (SSOA), a "responsible official" as defined in 326 IAC 2-7-1(34) must certify the air permit application. For all other applicants, this person is an "authorized Individual" as defined in 326 IAC 2-1.1-1(1).

*I certify under penalty of law that, based on information and belief formed after reasonable inquiry, the statements and information contained in this application are true, accurate, and complete.*

\_\_\_\_\_  
Name (*typed*)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date