

ADEM Form 537

Pursuant to ADEM Admin. Code 335-4-3, ADEM Form 537 is currently required to be submitted electronically. ADEM's Alabama Environmental Permitting and Compliance System (AEPACS) at <https://adem.alabama.gov/AEPACS> is the method available for electronic submission.

AEPACS allows dynamic smart forms to be developed. Therefore, ADEM Form 537 has been transformed into multiple variations suited for the specific purposes of scrap tire facility registration/notification. This form package includes the following variations of this form in human readable format:

1. Scrap Tire Facility Registration and Exemption Application-New
2. Scrap Tire Facility Registration and Exemption Application-Renewal
3. Scrap Tire Facility Registration and Exemption Application-Modification

The hardcopy form is also included at the end of this form package. There are differences between the electronic versions of the forms due to the availability of conditionality and the ability to prefill data fields.

Scrap Tire Facility Registration and Exemption Application, Form 537 - New

version 2.5

Form Input

**This form may contain one or more sections or controls that are conditionally displayed based on answers provided in other parts of the form*

Processing Information

Application Type

New

Facility Type *Select One

- Class One Receiver Class Two Receiver
 Producer using Tire Materials Substitute for Raw Materials
 Fuel User Engineered Use

Class One Receiver Type *Select All That Apply

**This control is conditionally displayed based on answers provided in other parts of the form*

- Tire Dealer Retreader
 Used Tire Dealer

Give Air Pollution Control Agency Permit Number

**This control is conditionally displayed based on answers provided in other parts of the form*

Fee Amount (\$)

Calculated

Site Information

Site Name

Physical Address

Address Line 1

Address Line 2

City

State/Area

Postal Code

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Country

County *Select One

- Autauga Baldwin
 Barbour Bibb
 Blount Bullock
 Butler Calhoun
 Chambers Cherokee
... (More Options Available)

Facility Contact

Prefix		
<input type="text"/>		
First Name	Last Name	
<input type="text"/>	<input type="text"/>	
Title		
<input type="text"/>		
Phone Type	Number	Extension
Home	<input type="text"/>	
Mobile	<input type="text"/>	
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>
Email		
<input type="text"/>		
Address Line 1		
<input type="text"/>		
Address Line 2		
<input type="text"/>		
City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country		
<input type="text"/>		

Will the receiver transport tires to a landfill or processor? *Select One
*This control is conditionally displayed based on answers provided in other parts of the form
 Yes No

Will the receiver transport tires between facilities? *Select One
*This control is conditionally displayed based on answers provided in other parts of the form
 Yes No

Will the receiver transport between facilities and customers? *Select One
*This control is conditionally displayed based on answers provided in other parts of the form
 Yes No

*This control is conditionally displayed based on answers provided in other parts of the form

You have answered 'Yes' to at least one of the questions above. As a result, each vehicle must have a decal issued by ADEM.

The applicant will be required to maintain in the Operating Record the vehicle assigned each numbered decal. If new vehicles are added, the receiver must submit a request for additional decals. Decals are not transferable among different vehicles.

Number of Decals Requested
*This control is conditionally displayed based on answers provided in other parts of the form

Registrant Information

Registrant Information

Registrant/Company Name		
<input type="text"/>		
Phone Type	Number	Extension
Home	<input type="text"/>	
Mobile	<input type="text"/>	
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>
Email		
<input type="text"/>		
Mailing Address		
Address Line 1		
<input type="text"/>		
Address Line 2		
<input type="text"/>		
City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country		
<input type="text"/>		

Mailing Contact

Prefix		
<input type="text"/>		
First Name	Last Name	
<input type="text"/>	<input type="text"/>	
Title		
<input type="text"/>		
Phone Type	Number	Extension
Home	<input type="text"/>	
Mobile	<input type="text"/>	
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>
Email		
<input type="text"/>		
Address Line 1		
<input type="text"/>		
Address Line 2		
<input type="text"/>		
City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country		
<input type="text"/>		

Responsible Official

Responsible Official

Prefix		
<input type="text"/>		
First Name	Last Name	
<input type="text"/>	<input type="text"/>	
Title		
<input type="text"/>		
Phone Type	Number	Extension
Home	<input type="text"/>	
Mobile	<input type="text"/>	
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>
Email		
<input type="text"/>		
Address Line 1		
<input type="text"/>		
Address Line 2		
<input type="text"/>		
City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country		
<input type="text"/>		

Property Owner Information

Property Owner

Prefix		
<input type="text"/>		
First Name	Last Name	
<input type="text"/>	<input type="text"/>	
Title		
<input type="text"/>		
Phone Type	Number	Extension
Home	<input type="text"/>	
Mobile	<input type="text"/>	
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>
Email		
<input type="text"/>		
Address Line 1		
<input type="text"/>		
Address Line 2		
<input type="text"/>		
City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country		
<input type="text"/>		

Operating Record Physical Location

Operating Record Contact

Prefix		
<input type="text"/>		
First Name	Last Name	
<input type="text"/>	<input type="text"/>	
Title		
<input type="text"/>		
Phone Type	Number	Extension
Home	<input type="text"/>	
Mobile	<input type="text"/>	
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>
Email		
<input type="text"/>		
Physical Location of Records		
Address Line 1		
<input type="text"/>		
Address Line 2		
<input type="text"/>		
City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country		
<input type="text"/>		

Supplemental Information

**This control is conditionally displayed based on answers provided in other parts of the form*

To be approved for an exemption, the applicant must submit the following information, as applicable to the facility.

- Type of tire materials to be utilized, and how the tire materials will be stored.
- Maximum daily consumption of tire materials, and the amount of tire materials to be accumulated that provides a 30-day supply. Attach engineering calculations, operating records or other data used to determine 30-day supply needs.
- Products manufactured from the tire materials.
- Raw materials to be replaced by the tire materials.
- Description of manufacturing or production process utilizing tires as raw material.
- Place in the process where tire materials will be introduced or used.
- Other environmental permits or approvals required prior to use of tire materials.
- Other information as may be required by ADEM Administrative Code 335-4.

Scrap Tire Facility Registration and Exemption Application, Form 537 - Renewal

version 2.5

Form Input

**This form may contain one or more sections or controls that are conditionally displayed based on answers provided in other parts of the form*

Processing Information

**This control is conditionally displayed based on answers provided in other parts of the form*

STOP - Engineered Use permits may be renewed.

Requesting a Registrant Name Change? *Select One

**This control is conditionally displayed based on answers provided in other parts of the form*

No Yes

Answering 'Yes' above indicates a name change for the current registrant. A Class One Facility Registration cannot be transferred from one owner to another. The transfer of ownership requires the current owner to submit a 'Scrap Tire Termination Form' and the new owner to submit a 'Scrap Tire Facility Registration and Exempt Application, Form 537 - New'. If you have any questions please contact ADEM at TireMail@adem.alabama.gov or 1-334-274-4201.

Answering 'Yes' above indicates a name change for the current registrant. A Class Two Facility Registration cannot be transferred from one owner to another. The transfer of ownership requires the current owner to submit a 'Scrap Tire Termination Form' and the new owner to submit a 'Scrap Tire Facility Registration and Exempt Application, Form 537 - New'. If you have any questions please contact ADEM at TireMail@adem.alabama.gov or 1-334-274-4201.

Requesting a Transfer of Registration? *Select One

**This control is conditionally displayed based on answers provided in other parts of the form*

No Yes

Requesting a Change to the Maximum Tire Storage Allowed? *Select One

**This control is conditionally displayed based on answers provided in other parts of the form*

No Yes

**This control is conditionally displayed based on answers provided in other parts of the form*

ADDITIONAL FORM PROCESSING INSTRUCTIONS - You are required to submit form 330. Please download the form and follow the instructions gathering the required signatures. When ready, upload a scanned copy of the completed form 330 in the Attachments section of this form.

[Click Here to Download Form 330](#)

Class One Receiver Type *Select All That Apply

**This control is conditionally displayed based on answers provided in other parts of the form*

Tire Dealer Retreader
 Used Tire Dealer

Application Type

Renewal

Air Pollution Control Agency Permit Number

**This control is conditionally displayed based on answers provided in other parts of the form*

Fee Amount (\$)

Calculated

Facility Type

Calculated

Site Information

**This section is conditionally displayed based on answers provided in other parts of the form*

Site Name

Physical Address

Address Line 1

Address Line 2

City

State/Area

Postal Code

County *Select One

Autauga Baldwin
 Barbour Bibb
 Blount Bullock
 Butler Calhoun
 Chambers Cherokee

... (More Options Available)

Facility Contact

Prefix

First Name **Last Name**

Title

Phone Type	Number	Extension
Home	<input type="text"/>	<input type="text"/>
Mobile	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>

Email

Address Line 1

Address Line 2

City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

Country

Will the receiver transport tires to a landfill or processor? *Select One

Yes No

Will the receiver transport tires between facilities? *Select One

Yes No

Will the receiver transport between facilities and customers? *Select One

Yes No

*This control is conditionally displayed based on answers provided in other parts of the form

You have answered 'Yes' to at least one of the questions above. As a result, each vehicle must have a decal issued by ADEM.

The applicant will be required to maintain in the Operating Record the vehicle assigned each numbered decal. If new vehicles are added, the receiver must submit a request for additional decals. Decals are not transferable among different vehicles.

Number of Decals Requested

*This control is conditionally displayed based on answers provided in other parts of the form

Mailing Contact

Prefix

First Name **Last Name**

Title

Phone Type	Number	Extension
Home	<input type="text"/>	<input type="text"/>
Mobile	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>

Email

Address Line 1

Address Line 2

City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

Country

Registrant Information

Registration Number

Version

Issue Date

Effective Date

Current Registrant Information

**This control is conditionally displayed based on answers provided in other parts of the form*

Registrant Name

Phone Type Number Extension

Home

Mobile

Other

Business

Email

Mailing Address

Address Line 1

Address Line 2

City State/Area Postal Code

Country

Does the Registrant Address need to be updated? **Select One*

**This control is conditionally displayed based on answers provided in other parts of the form*

No Yes

Enter the updated Registrant address

**This control is conditionally displayed based on answers provided in other parts of the form*

Address Line 1

Address Line 2

City State/Area Postal Code

Country

Does the Registrant Email address need to be updated? **Select One*

**This control is conditionally displayed based on answers provided in other parts of the form*

No Yes

Enter the updated Registrant Email address

**This control is conditionally displayed based on answers provided in other parts of the form*

Does the Registrant Phone number need to be updated? **Select One*

**This control is conditionally displayed based on answers provided in other parts of the form*

No Yes

Enter the updated Registrant phone number

**This control is conditionally displayed based on answers provided in other parts of the form*

New Registrant Information

**This section is conditionally displayed based on answers provided in other parts of the form*

The Registrant Name must match the Proposed Name on the attached Form 330.

New Registrant Information

Registrant

Phone Type Number Extension

Home

Mobile

Other

Business

Email

Address Line 1

Address Line 2

City State/Area Postal Code

Country

Responsible Official

**This section is conditionally displayed based on answers provided in other parts of the form*

Responsible Official

Prefix

First Name Last Name

Title

Phone Type Number Extension

Home

Mobile

Other

Business

Email

Address Line 1

Address Line 2

City State/Area Postal Code

Country

New Responsible Official

**This section is conditionally displayed based on answers provided in other parts of the form*

Enter the required information for the Responsible Official accepting the transfer of this registration.

Responsible Official

Prefix		
<input type="text"/>		
First Name	Last Name	
<input type="text"/>	<input type="text"/>	
Title		
<input type="text"/>		
Phone Type	Number	Extension
Home	<input type="text"/>	
Mobile	<input type="text"/>	
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>
Email		
<input type="text"/>		
Address Line 1		
<input type="text"/>		
Address Line 2		
<input type="text"/>		
City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country		
<input type="text"/>		

Property Owner Information

**This section is conditionally displayed based on answers provided in other parts of the form*

Property Owner

Prefix		
<input type="text"/>		
First Name	Last Name	
<input type="text"/>	<input type="text"/>	
Title		
<input type="text"/>		
Phone Type	Number	Extension
Home	<input type="text"/>	
Mobile	<input type="text"/>	
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>
Email		
<input type="text"/>		
Address Line 1		
<input type="text"/>		
Address Line 2		
<input type="text"/>		
City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country		
<input type="text"/>		

Operating Record Physical Location

**This section is conditionally displayed based on answers provided in other parts of the form*

Operating Record Contact

Prefix

First Name **Last Name**

Title

Phone Type	Number	Extension
Home	<input type="text"/>	
Mobile	<input type="text"/>	
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>

Email

Physical Location of Operating Record

Address Line 1

Address Line 2

City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

Country

Supplemental Information

**This section is conditionally displayed based on answers provided in other parts of the form*

**This control is conditionally displayed based on answers provided in other parts of the form*

To be approved for an exemption, the applicant must submit the following information, as applicable to the facility.

- Type of tire materials to be utilized, and how the tire materials will be stored.
- Maximum daily consumption of tire materials, and the amount of tire materials to be accumulated that provides a 30-day supply. Attach engineering calculations, operating records or other data used to determine 30-day supply needs.
- Products manufactured from the tire materials.
- Raw materials to be replaced by the tire materials.
- Description of manufacturing or production process utilizing tires as raw material.
- Place in the process where tire materials will be introduced or used.
- Other environmental permits or approvals required prior to use of tire materials.
- Other information as may be required by ADEM Administrative Code 335-4.

Supplemental Information

**This control is conditionally displayed based on answers provided in other parts of the form*

Please attach file(s)

Multiple attachments are not allowed. Please be aware that files exceeding 500 MB in size are not allowed. The following file types are accepted:

.7Z.7z*.AVI*.avi*.Avi*.BMP*.bmp*.Bmp*.CSV*.csv*.Csv*.DAT*.dat*.Dat*.DOC*.doc*.Doc*.DOCX*.docx*.Docx*.DWG*.dwg*.Dwg*.EML*.eml*.Eml*.GIF*.gif*.Gif*.GPX*.gpx*.Gpx*.HTM*.

Comment

Confidential (Reason for Confidentiality)

Supplemental Information

**This control is conditionally displayed based on answers provided in other parts of the form*

Please attach supplemental file(s)

Multiple attachments are not allowed. Please be aware that files exceeding 500 MB in size are not allowed. The following file types are accepted:

.7Z.7z*.AVI*.avi*.Avi*.BMP*.bmp*.Bmp*.CSV*.csv*.Csv*.DAT*.dat*.Dat*.DOC*.doc*.Doc*.DOCX*.docx*.Docx*.DWG*.dwg*.Dwg*.EML*.eml*.Eml*.GIF*.gif*.Gif*.GPX*.gpx*.Gpx*.HTM*.

Comment

Confidential (Reason for Confidentiality)

Form 330 Document Attachment

**This section is conditionally displayed based on answers provided in other parts of the form*

A completed Form 330 must be submitted with this application. The application will be returned if the Form 330 does not have all of the required signatures or if the signatures are not verified in the application review process.

Completed Form 330

Multiple attachments are not allowed. Please be aware that files exceeding 500 MB in size are not allowed. The following file types are accepted:
.7Z,.7z,*.AVI,*.avi,*.Avi,*.BMP,*.bmp,*.Bmp,*.CSV,*.csv,*.Csv,*.DAT,*.dat,*.Dat,*.DOC,*.doc,*.Doc,*.DOCX,*.docx,*.Docx,*.DWG,*.dwg,*.Dwg,*.EML,*.eml,*.Eml,*.GIF,*.gif,*.Gif,*.GPX,*.gpx,*.Gpx,*.HTM,*.

Comment

Confidential (Reason for Confidentiality)

Scrap Tire Facility Registration and Exemption Application, Form 537 - Modification

version 2.5

Form Input

**This form may contain one or more sections or controls that are conditionally displayed based on answers provided in other parts of the form*

Processing Information

**This control is conditionally displayed based on answers provided in other parts of the form*

STOP - Engineered Use permits may not be modified.

Requesting a Registrant Name Change? *Select One

**This control is conditionally displayed based on answers provided in other parts of the form*

No Yes

Answering 'Yes' above indicates a name change for the current registrant. A Class One Facility Registration cannot be transferred from one owner to another. The transfer of ownership requires the current owner to submit a 'Scrap Tire Termination Form' and the new owner to submit a 'Scrap Tire Facility Registration and Exempt Application, Form 537 - New'. If you have any questions please contact ADEM at TireMail@adem.alabama.gov or 1-334-274-4201.

Answering 'Yes' above indicates a name change for the current registrant. A Class Two Facility Registration cannot be transferred from one owner to another. The transfer of ownership requires the current owner to submit a 'Scrap Tire Termination Form' and the new owner to submit a 'Scrap Tire Facility Registration and Exempt Application, Form 537 - New'. If you have any questions please contact ADEM at TireMail@adem.alabama.gov or 1-334-274-4201.

Requesting a Transfer of Registration? *Select One

**This control is conditionally displayed based on answers provided in other parts of the form*

No Yes

Requesting a Change to the Maximum Tire Storage Allowed? *Select One

**This control is conditionally displayed based on answers provided in other parts of the form*

No Yes

**This control is conditionally displayed based on answers provided in other parts of the form*

ADDITIONAL FORM PROCESSING INSTRUCTIONS - You are required to submit form 330. Please download the form and follow the instructions gathering the required signatures. When ready, upload a scanned copy of the completed form 330 in the Attachments section of this form.

[Click Here to Download Form 330](#)

Class One Receiver Type *Select All That Apply

**This control is conditionally displayed based on answers provided in other parts of the form*

Tire Dealer Retreader
 Used Tire Dealer

Application Type

Calculated

Air Pollution Control Agency Permit Number

**This control is conditionally displayed based on answers provided in other parts of the form*

Fee Amount (\$)

Calculated

Facility Type

Calculated

Site Information

**This section is conditionally displayed based on answers provided in other parts of the form*

Site Name

Physical Address

Address Line 1

Address Line 2

City

State/Area

Postal Code

<input type="text"/>	<input type="text"/>	<input type="text"/>
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County *Select One

Autauga Baldwin
 Barbour Bibb
 Blount Bullock
 Butler Calhoun
 Chambers Cherokee

... (More Options Available)

Facility Contact

Prefix		
<input type="text"/>		
First Name	Last Name	
<input type="text"/>	<input type="text"/>	
Title		
<input type="text"/>		
Phone Type	Number	Extension
Home	<input type="text"/>	
Mobile	<input type="text"/>	
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>
Email		
<input type="text"/>		
Address Line 1		
<input type="text"/>		
Address Line 2		
<input type="text"/>		
City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country		
<input type="text"/>		

Mailing Contact

Prefix		
<input type="text"/>		
First Name	Last Name	
<input type="text"/>	<input type="text"/>	
Title		
<input type="text"/>		
Phone Type	Number	Extension
Home	<input type="text"/>	
Mobile	<input type="text"/>	
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>
Email		
<input type="text"/>		
Address Line 1		
<input type="text"/>		
Address Line 2		
<input type="text"/>		
City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country		
<input type="text"/>		

Registrant Information

Registration Number

Version

Issue Date

Effective Date

Current Registrant Information

**This control is conditionally displayed based on answers provided in other parts of the form*

Registrant Name

Phone Type Number Extension

Home

Mobile

Other

Business

Email

Mailing Address

Address Line 1

Address Line 2

City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

Country

Does the Registrant Address need to be updated? **Select One*

**This control is conditionally displayed based on answers provided in other parts of the form*

No Yes

Enter the updated Registrant address

**This control is conditionally displayed based on answers provided in other parts of the form*

Address Line 1

Address Line 2

City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

Country

Does the Registrant Email address need to be updated? **Select One*

**This control is conditionally displayed based on answers provided in other parts of the form*

No Yes

Enter the updated Registrant Email address

**This control is conditionally displayed based on answers provided in other parts of the form*

Does the Registrant Phone number need to be updated? **Select One*

**This control is conditionally displayed based on answers provided in other parts of the form*

No Yes

Enter the updated Registrant phone number

**This control is conditionally displayed based on answers provided in other parts of the form*

New Registrant Information

**This section is conditionally displayed based on answers provided in other parts of the form*

The Registrant Name must match the Proposed Name on the attached Form 330.

New Registrant Information

Registrant Name

Phone Type Number Extension

Home

Mobile

Other

Business

Email

Address Line 1

Address Line 2

City

State/Area

Postal Code

Country

Responsible Official

**This section is conditionally displayed based on answers provided in other parts of the form*

Responsible Official

Prefix

First Name

Last Name

Title

Phone Type

Number

Extension

Home

Mobile

Other

Business

Email

Address Line 1

Address Line 2

City

State/Area

Postal Code

Country

New Responsible Official

**This section is conditionally displayed based on answers provided in other parts of the form*

Enter the required information for the Responsible Official accepting the transfer of this registration.

Responsible Official

Prefix		
<input type="text"/>		
First Name	Last Name	
<input type="text"/>	<input type="text"/>	
Title		
<input type="text"/>		
Phone Type	Number	Extension
Home	<input type="text"/>	
Mobile	<input type="text"/>	
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>
Email		
<input type="text"/>		
Address Line 1		
<input type="text"/>		
Address Line 2		
<input type="text"/>		
City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country		
<input type="text"/>		

Property Owner Information

**This section is conditionally displayed based on answers provided in other parts of the form*

Property Owner

Prefix		
<input type="text"/>		
First Name	Last Name	
<input type="text"/>	<input type="text"/>	
Title		
<input type="text"/>		
Phone Type	Number	Extension
Home	<input type="text"/>	
Mobile	<input type="text"/>	
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>
Email		
<input type="text"/>		
Address Line 1		
<input type="text"/>		
Address Line 2		
<input type="text"/>		
City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country		
<input type="text"/>		

Operating Record Physical Location

**This section is conditionally displayed based on answers provided in other parts of the form*

Operating Record Contact

Prefix

First Name **Last Name**

Title

Phone Type	Number	Extension
Home	<input type="text"/>	<input type="text"/>
Mobile	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>
Business	<input type="text"/>	<input type="text"/>

Email

Physical Location of Records

Address Line 1

Address Line 2

City	State/Area	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

Country

Supplemental Information

**This section is conditionally displayed based on answers provided in other parts of the form*

**This control is conditionally displayed based on answers provided in other parts of the form*

To be approved for an exemption, the applicant must submit the following information, as applicable to the facility.

- Type of tire materials to be utilized, and how the tire materials will be stored.
- Maximum daily consumption of tire materials, and the amount of tire materials to be accumulated that provides a 30-day supply. Attach engineering calculations, operating records or other data used to determine 30-day supply needs.
- Products manufactured from the tire materials.
- Raw materials to be replaced by the tire materials.
- Description of manufacturing or production process utilizing tires as raw material.
- Place in the process where tire materials will be introduced or used.
- Other environmental permits or approvals required prior to use of tire materials.
- Other information as may be required by ADEM Administrative Code 335-4.

Supplemental Information

**This control is conditionally displayed based on answers provided in other parts of the form*

Please attach file(s)

Multiple attachments are not allowed. Please be aware that files exceeding 500 MB in size are not allowed. The following file types are accepted:

.7Z.7z*.AVI*.avi*.Avi*.BMP*.bmp*.Bmp*.CSV*.csv*.Csv*.DAT*.dat*.Dat*.DOC*.doc*.Doc*.DOCX*.docx*.Docx*.DWG*.dwg*.Dwg*.EML*.eml*.Eml*.GIF*.gif*.Gif*.GPX*.gpx*.Gpx*.HTM*.

Comment

Confidential (Reason for Confidentiality)

Supplemental Information

**This control is conditionally displayed based on answers provided in other parts of the form*

Please attach supplemental file(s)

Multiple attachments are not allowed. Please be aware that files exceeding 500 MB in size are not allowed. The following file types are accepted:

.7Z.7z*.AVI*.avi*.Avi*.BMP*.bmp*.Bmp*.CSV*.csv*.Csv*.DAT*.dat*.Dat*.DOC*.doc*.Doc*.DOCX*.docx*.Docx*.DWG*.dwg*.Dwg*.EML*.eml*.Eml*.GIF*.gif*.Gif*.GPX*.gpx*.Gpx*.HTM*.

Comment

Confidential (Reason for Confidentiality)

Form 330 Document Attachment

**This section is conditionally displayed based on answers provided in other parts of the form*

A completed Form 330 must be submitted with this application. The application will be returned if the Form 330 does not have all of the required signatures or if the signatures are not verified in the application review process.

Completed Form 330

Multiple attachments are not allowed. Please be aware that files exceeding 500 MB in size are not allowed. The following file types are accepted:
.7Z,.7z,*.AVI,*.avi,*.Avi,*.BMP,*.bmp,*.Bmp,*.CSV,*.csv,*.Csv,*.DAT,*.dat,*.Dat,*.DOC,*.doc,*.Doc,*.DOCX,*.docx,*.Docx,*.DWG,*.dwg,*.Dwg,*.EML,*.eml,*.Eml,*.GIF,*.gif,*.Gif,*.GPX,*.gpx,*.Gpx,*.HTM,*.

Comment

Confidential (Reason for Confidentiality)

Maximum Amount or Number of Scrap Tires and Processed Tire Materials Accumulated On-Site.

- Class One Receivers may store or accumulate no more than 1500 scrap tires.
- Class Two Receivers may accumulate or store no more than 300 scrap tires.
- Fuel Users, Product Manufacturers, and Substitute Raw Material Users may accumulate or store no more than a 30-day supply.
- All tire materials must be stored in compliance with ADEM Admin. Code 335-4 available at: adem.alabama.gov/alEnviroRegLaws/default.cnt.

Request for Exemption as a Scrap Tire Processor.

These facilities may qualify for an exemption as a scrap tire processor.

- A facility that produces an end-use material or product from ground or crumb rubber derived from scrap tires processed at another facility.
- A facility using the component parts of tire materials as a substitute raw material.
- A fuel user who uses tire-derived fuel in any manner.

To be approved for an exemption, the applicant must submit the following information, as applicable to the facility.

- Type of tire materials to be utilized, and how the tire materials will be stored.
- Maximum daily consumption of tire materials, and the amount of tire materials to be accumulated that provides a 30-day supply. Attach engineering calculations, operating records or other data used to determine 30-day supply needs.
- Products manufactured from the tire materials.
- Raw materials to be replaced by the tire materials.
 - Description of manufacturing or production process utilizing tires as raw material.
 - Place in the process where tire materials will be introduced or used.
- Other environmental permits or approvals required prior to use of tire materials.
- Other information as may be required by ADEM Administrative Code 335-4.

Fees to be submitted. The applicant must include fees required by ADEM Administrative Code 335-1-6 with this application.

Amount of fees included with this application: _____

Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

SIGNATURE (Responsible official of applicant):

_____ Title: _____

_____ Date: _____

(print or type name)

Submittal of Application.

The application may be submitted in paper form or electronically to:

ADEM
Solid Waste Branch
Materials Management Section

(mailing address)
PO Box 301463
Montgomery, AL 36130-1463

(physical address)
1400 Coliseum Blvd
Montgomery, AL 36110-2059

An electronic version of this application may be submitted to ADEM at: TireMail@adem.alabama.gov. If submitting the application electronically, all attachments to this application must also be submitted in an electronic version. Contact ADEM at: 334-271-7988 for additional information about this application form.

FOR ADEM USE ONLY

DATE RECEIVED STAMP

Reviewed By: _____

Date Reviewed: _____

Fees Received: _____

Date Approved: _____

Registration Number: _____

INSTRUCTIONS
Scrap Tire Facility Registration and Exemption Application

Application Information. Check the type of application being submitted. Provide the legal business name and address of the entity making the application. Check the facility type for this application. Description of facility type includes:

Class One Receiver - include retail tire dealers, retreaders, and used tire dealers.

Class Two Receiver - include all other receivers of scrap tires, other than Class One Receivers, that generate or accumulate a minimum of ten (10) scrap tires in a year, specifically including, among others, a component of government, vehicle fleet maintenance or dismantling, rental or sales operations, or other activity that generates scrap tires, whether or not organized for profit.

Producer of product from ground/crumb rubber - includes manufacturers producing a product from ground or crumb rubber utilizing ground or crumb rubber purchased from another source.

User of scrap tire material as substitute raw material - include those manufacturers who purchase whole tires or processed tire material from another source to use as a substitute for a raw material generally used by the industry and at this location.

Fuel User - includes processors that use tire-derived fuel as a source of energy and have been permitted by ADEM or a local air pollution control agency for the use of tire-derived fuel.

Complete the facility name, the mailing address and the physical address of the particular business location being registered. Names of contacts other than the Responsible Official signing the application may be given. Include e-mail addresses if available.

Property Owner. The persons owning an interest in the land, building or property where a facility or site is located must be reported if different from the applicant. Give the name, title and contact information for the person(s) owning an interest in the land.

Check if the applicant will transport tires. The registrant will be provided decals for all vehicles used to transport tire materials for which a decal is requested; the applicant should indicate the number of decals requested. The applicant will be required to maintain in the Operating Record the vehicle assigned each numbered decal. If new vehicles are added, the receiver must submit a request for additional decals. Decals are not transferable among different vehicles.

Operating Record. Give the location where the operating record for the facility will be maintained.

Receivers and exempt processors are limited in the maximum number of scrap tires and processed tire material that may be accumulated on-site.

For processors seeking an exemption from the permitting requirements, the applicant must submit all information as required. Failure to submit all information will delay and may result in termination of application review.

Fees. An application for an exemption as a processor will not be processed until applicable fees are paid. There are no fees for application for registration as a Class One or Class Two Receiver.

Certification of Compliance. Give the printed name, title and telephone for the responsible corporate official requesting the registration or the exemption. The person signing the permit application must be a responsible corporate official as defined in ADEM Administrative Code 335-4-1-.01.

Submittal. Submit this form and applicable fees as shown.

Regulations in ADEM Admin. Code 335 may be found on the ADEM web site at:
adem.alabama.gov/regulations/regulations.htm. Scrap tire regulations are in Division 4. Fee regulations are in Division 1, Chapter 6.