

**TITLE V PERMIT APPLICATION CHECKLIST  
FOR ADMINISTRATIVE COMPLETENESS**

A complete application is demonstrated when all the information required below is properly prepared, completed and attached. The items listed below are required information which must be submitted with a Title V permit application. Any submittal will be considered incomplete if the required information is not included.

<input type="checkbox"/>	Application signed by a Responsible Official as defined in 45CSR§30-2.38 (“ <i>Section 6: Certification of Information</i> ” page signed and dated)
<input type="checkbox"/>	Table of Contents (should be included, but not required for administrative completeness)
<input type="checkbox"/>	Facility information
<input type="checkbox"/>	Description of process and products, including NAICS and SIC codes, and including alternative operating scenarios
<input type="checkbox"/>	Area map showing plant location
<input type="checkbox"/>	Plot plan showing buildings and process areas
<input type="checkbox"/>	Process flow diagram(s), showing all emission units, control equipment, emission points, and their relationships
<input type="checkbox"/>	Identification of all applicable requirements with a description of the compliance status, the methods used for demonstrating compliance, and a Schedule of Compliance Form (ATTACHMENT F) for all requirements for which the source is not in compliance
<input type="checkbox"/>	Listing of all active permits and consent orders (if applicable)
<input type="checkbox"/>	Facility-wide emissions summary
<input type="checkbox"/>	Identification of Insignificant Activities
<input type="checkbox"/>	ATTACHMENT D - Title V Equipment Table completed for all emission units at the facility except those designated as insignificant activities
<input type="checkbox"/>	ATTACHMENT E - Emission Unit Form completed for each emission unit listed in the Title V Equipment Table (ATTACHMENT D) and a Schedule of Compliance Form (ATTACHMENT F) for all requirements for which the emission unit is not in compliance
<input type="checkbox"/>	ATTACHMENT G - Air Pollution Control Device Form completed for each control device listed in the Title V Equipment Table (ATTACHMENT D)
<input type="checkbox"/>	ATTACHMENT H – Compliance Assurance Monitoring (CAM) Plan Form completed for each control device for which the “Is the device subject to CAM?” question is answered “Yes” on the Air Pollution Control Device Form (ATTACHMENT G)
<input type="checkbox"/>	Confidential Information submitted in accordance with 45CSR31