



Technical Standards and Safety Authority  
345 Carlingview Drive  
Toronto, Ontario M9W 6N9  
Tel: 416.734.3300  
Fax: 416.231.4078  
Customer Service: 1.877.682.8772  
E-mail: fssubmissions@tssa.org  
www.tssa.org

# Application for Registration of an Underground Fuel Oil Tank

*Technical Standards and Safety Act*

Fuels Safety Regulations

<p>Please submit completed application and supporting documentation by mail, fax, or email (in pdf format).</p> <p>Submit this application and two copies of the installation drawings and specifications to TSSA prior to construction or modification.</p> <p>Check applicable box <input type="checkbox"/> New <input type="checkbox"/> Modification</p> <p>If modification also provide a copy of last Corrosion System Test and Precision Leak Test.</p>	<p>For Office Use Only</p>
<p>Attach scope of work to be conducted.</p>	

## TANK INFORMATION

Storage Capacity in litres: \_\_\_\_\_ Year of Installation: \_\_\_\_\_ Number of tanks: \_\_\_\_\_

Tank Material (e.g. steel, fiberglass, jacketed): \_\_\_\_\_ ☐ Single Wall ☐ Double Wall

Corrosion Protection System: \_\_\_\_\_ Leak Detection System: \_\_\_\_\_  
(e.g., sacrificial anode, impressed current) (e.g., monitoring wells, interstitial monitoring)

Overfill Protection Device: \_\_\_\_\_  
(Type, e.g., alarm, gravity valve) (Manufacturer) (Model)

### A. OWNER OF UNDERGROUND TANK

Company Name: \_\_\_\_\_

Corporation Number/Business Identification Number: \_\_\_\_\_

Street Name / 911 Number/Address, if applicable: \_\_\_\_\_

Unit/Suite: \_\_\_\_\_ PO Box: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_ Cell No.: \_\_\_\_\_ Email: \_\_\_\_\_

Print Name of Contact Person: \_\_\_\_\_

### B. LOCATION ADDRESS

Same as: ☐ A

(Where appliance/equipment is to be installed/inspected. Note this must be a delivery or fire route address.)

Company Name: \_\_\_\_\_

Street Name / 911 Number/Address, if applicable: \_\_\_\_\_

Unit/Suite: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_ Cell No.: \_\_\_\_\_

Email: \_\_\_\_\_

Print Name of Contact Person: \_\_\_\_\_

### C. TECHNICAL CONTACT

Same as: ☐ A ☐ B ☐ D

(Company we should communicate with regarding engineering and inspection approval on behalf of the owner.)

Company Name: \_\_\_\_\_

Street Name / 911 Number/Address, if applicable: \_\_\_\_\_

Unit/Suite: \_\_\_\_\_ PO Box: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_ Cell No.: \_\_\_\_\_

Email: \_\_\_\_\_

Print Name of Contact Person: \_\_\_\_\_

Note: It is illegal to use an appliance, equipment, or work for its intended purpose unless it is approved.  
Please note that this registration may be revoked or suspended if the relevant review and inspection fees are not paid in full.



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Fuels Safety Regulations

Location Address:

## D. INVOICEE

(Company responsible for fees invoiced for approval including engineering and inspection fees.)

Company Name:

Street Name / 911 Number/Address, if applicable:

Unit/Suite:

PO Box:

City/Town:

Province:

Postal Code:

Telephone No.:

Fax No.:

Cell No.:

Email:

Print Name of Contact Person:

Signature of Contact Person:

Date of Application (dd-mmm-yyyy): \_\_\_\_\_

## FEES

(HST Registration No: 891131369)

Select	Service	Fee Type	Service Fee	HST on Service Fee	Total (Including HST)	Total Fees Due
	<b>Fuel Oil Tank</b> (includes engineering, initial & 1 follow-up inspection and travel)	Flat*	\$ 1,454.00	\$ 189.02	\$ 1,643.02	
	<b>Expedited Services**</b>					
	<b>Expedited Engineering Services</b> (Additional charge to engineering review per site application)	Flat	\$ 581.00	\$ 75.53	\$ 656.53	
	<b>Expedited Inspection Service</b> (invoiced separately at 2 x standard rates)					

Total Fees Due

1

If paying by credit card, amount in Box 1 to be entered in TSSA Service Prepayment Portal

**All required fees must be prepaid for application to be processed. Fees are non-refundable.**  
**For payment options, see Payment Instructions**

\*Flat fees relating to engineering services or initial inspection may be subject to additional billing if engineering submissions are inadequate or require excessive engineering review/initial inspection time. Additional billing, if any, will be billed in 1/4 hour increments at the applicable hourly labour rate based on TSSA's posted fee schedule. All labour rates are per inspector or engineer.

All additional follow-up inspections are billed in accordance with the TSSA fee schedule.

### \*\*Expedited Services

Expedited service fees are non-refundable

Expedited services places your application in an expedited service line.

Expedited inspection services (inspection & travel time included in the flat fee, plus any excess hours) will be billed at 2 x the standard inspection rate.

**Legal Disclaimer** - The owner agrees to hold harmless the Technical Standards and Safety Authority, its employees, agents, successors and assigns from any and all damages, actions, suits, claims or loss arising from the use, approval or refusal to approve of the appliance, equipment or work to which this approval applies. In the event of claims made against TSSA arising from the use of the appliance, equipment or work the owner accepts, on demand to defend such actions on behalf of TSSA and to assume any costs legal or otherwise for the defence or settlement of such claims. Failure to comply with any of the terms and conditions of the approval voids the approval.



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## PAYMENT INSTRUCTIONS

<b>TSSA use only</b> WO # _____	L # _____ CH # _____
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If paying by cheque, bank draft, money order, this form must accompany all applications submitted to TSSA. A separate payment form is required for each application. Please refer to our fee schedule posted on our website [www.tssa.org](http://www.tssa.org). HST Registration No: 891131369.

### Payment Options:

**Credit Card - Click link below**

**[TSSA Service Prepayment Portal](https://forms.tssa.org/Payments/Service-Prepayment-Portal)**

<https://forms.tssa.org/Payments/Service-Prepayment-Portal>

**Cheque, Bank Draft or Money Order (payable to Technical Standards and Safety Authority)**

Name of Applicant/Organization:

Telephone No:

Email Address:

Cheque/Bank Draft/Money Order #: \_\_\_\_\_

**Mail payment along with a copy of your application to:**

Attention: Accounts Receivable  
Technical Standards and Safety Authority  
345 Carlingview Drive  
Toronto, Ontario M9W 6N9

If a copy of the application is not submitted with your payment, this will delay the processing of the application.

Dishonored Payments: A \$35 administration fee will apply for each returned item