



Technical Standards and Safety Authority  
345 Carlingview Drive  
Toronto, Ontario M9W 6N9  
Tel: 416.734.3300  
Fax: 416.234.9169  
Customer Service: 1.877.682.8772  
Email: propane@tssa.org  
www.tssa.org

## Application for Reinstatement of an Ontario Licence to Operate a Propane Container Refill Centre or a Filling Plant

*Technical Standards and Safety Act*  
Propane Storage and Handling Regulation

		For Office Use Only
Check applicable box(es)	<b>Container Refill Centre</b> <input type="checkbox"/> Cylinder Fill <input type="checkbox"/> Motor Fill	<input type="checkbox"/> <b>Filling Plant</b>

Was this facility previously licensed under the Act? <input type="checkbox"/> Yes <input type="checkbox"/> No	Licence Number	Total Storage Capacity In U.S. Water Gallons
If 'yes', provide name of previous owner		

### A. LICENCE HOLDER INFORMATION

Person or Company Name:		Corporation Number	
Street Name / 911 Number/Address, if applicable:			
Unit/Suite:	PO Box:		
City/Town:	Province:	Postal Code:	
Telephone No.:	Fax No.:	Cell No.:	
E-mail:			
Print Name of Contact Person:		Signature of Contact Person:	

### B. FACILITY LOCATION

Same as: ☐ A  
(Note this must be a delivery or fire route address.)

Person or Company Name:			
Street Name / 911 Number/Address, if applicable:			
Unit/Suite:			
City/Town:	Province:	Postal Code:	
Telephone No.:	Fax No.:	Cell No.:	
E-mail:			
Print Name of Contact Person:			

### C. TECHNICAL CONTACT

Same as: ☐ A ☐ B ☐ D  
(Person or Company we should communicate with regarding engineering and inspection approval on behalf of the owner.)

Person or Company Name:			
Street Name / 911 Number/Address, if applicable:			
Unit/Suite:	PO Box:		
City/Town:	Province:	Postal Code:	
Telephone No.:	Fax No.:	Cell No.:	
E-mail:			
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 approval may be revoked or suspended if the relevant review and inspection fees are not paid in full.



Technical Standards and Safety Authority  
345 Carlingview Drive  
Toronto, Ontario M9W 6N9  
Fax: 416.231.4078  
Customer Service: 1.877.682.8772  
Email: [propanelicensing@tssa.org](mailto:propanelicensing@tssa.org)  
[www.tssa.org](http://www.tssa.org)

**Application for Reinstatement of an Ontario Licence to Operate a  
Propane Container Refill Centre or a Filling Plant**

*Technical Standards and Safety Act*  
Propane Storage and Handling Regulation

Facility Address:

**D. INVOICEE**

Same as: ☐ A

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

Person or Company Name:

Street Name / 911 Number/Address, if applicable:

Unit/Suite:

PO Box:

City/Town:

Province:

Postal Code:

Telephone No.:

Fax No.:

Cell No.:

E-mail:

Print Name of Contact Person:

Signature of Contact Person:

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

**FEES\***

(HST Registration No: 891131369)

Enter # of years operating without a Registration	Current Year	Total Years	Service	Fee Type	License Fee				Total Fees Due
			L1, <5,000 Gallons	Flat	\$ 935.00	x		=	
			L2, >=5,000 Gallons						
			5,001 - 6,000 U.S. water gallons	Flat	\$ 935.00	x		=	
			6,001 - 22,000 U.S. water gallons	Flat	\$ 3,491.00	x		=	
			22,001 - 40,000 U.S. water gallons	Flat	\$ 4,749.50	x		=	
			40,001 - 52,000 U.S. water gallons	Flat	\$ 6,982.50	x		=	
			52,001 - 66,000 U.S. water gallons	Flat	\$ 9,079.50	x		=	
			66,001 - 99,000 U.S. water gallons	Flat	\$ 12,706.50	x		=	
			99,001 - 132,000 U.S. water gallons	Flat	\$ 16,753.00	x		=	
			132,001 - 264,000 U.S. water gallons	Flat	\$ 30,717.50	x		=	
			264,001 - 396,000 U.S. water gallons	Flat	\$ 44,676.50	x		=	
			Greater than 396,000 U.S. water gallons	Flat	\$ 75,593.00	x		=	

Total Reinstatement Fees	
Late Payment Fee	75.00
Total Amount Due	

Value in Box 2 to be entered in TSSA Service Prepayment Portal

2

[Click here to access](#)

**All required fees must be prepaid for application to be processed. Fees are non-refundable.**

**\*Note: Engineering and/or Inspection services may be required to reinstate the license/  
registration and will be billed as a separate fee**

\*All minimum fees include specified hours. Excess time above the specified included hours will be billed at the applicable hourly labour rate in ¼ hour increments. All labour rates are per inspector and 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 minimum 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.