Sample Rescission Request Letter

Regional Supervisor

NC DEQ, Division of Air Quality

[Name] Regional Office

[RO Address]

[RO City], NC [RO Zip]

**Subject: Permit Rescission Request  
 Company Name (as appears on permit)  
 City, State  
 County  
 Facility ID Number  
 Air Permit Number**

Dear [RO Supervisor],

We received your letter regarding eligibility for permit exemption under the revised 15A North Carolina Administrative Code 2Q .0102 rule. Our facility would like to request rescission of our Air Quality Permit due to the fact that our actual emissions of particulate matter (PM10), sulfur dioxide, nitrogen oxides, volatile organic compounds, carbon monoxide, hazardous air pollutants, and toxic air pollutants are each less than five (5) tons per year **and** total aggregate emissions are less than 10 tons per year. We have examined our production history over the last five years and have assessed our future production demand. Our facility is confident that emissions will remain below the exemption threshold. Please find attached supporting air emissions documentation to substantiate this request.

If you have any questions with reference to the above matter, please do not hesitate to contact me at Telephone No……….and Email……….

Sincerely,

Authorized Contact’s Name

Title