



## Instructions For Form ERC-5 List Your Request For ERCs Form Instructions North Carolina Division Of Air Quality

This form is used to provide a standardized method for submitting requests to post a facility's emission credits wish list on the Division of Air Quality (DAQ) website. All information submitted to the DAQ will be made available to the public.

### I. Contact Information

This section is intended to provide basic contact information about the facility that is looking for emission reduction credits (ERCs).

- A. Contact Name: The name of the person who should be contact about the request for ERCs.
- B. Title: The title of the contact person should be in this field.
- C. Facility Site Name: Provide the legal name of the plant or facility that is looking for ERC's for use as offsets.
- D. Facility ID No. (if any): The unique identification number assigned to the facility by the DAQ. This number is located on the first page of the air permit if the facility has been issued an air permit.
- E. Site Address: The 911 street address (physical location) of the plant or facility, not the corporate mailing address. Where the Division Of Air Quality (DAQ) would go to inspect the facility.
- F. City: The city in which the plant or facility is located.
- G. State: North Carolina already entered.
- H. Zip Code: The postal zip code for the plant or facility.
- I. County: The county in which the plant or facility is located.
- J. Contact's Telephone No.: Provide the telephone number for the contact person.
- K. Fax: Provide the fax number for the contact person.
- L. Email: Provide the email address for the contact person.

### II. Summary Of ERCs Needed

Use this section to provide sufficient information to list the facility's emission credits wish list on the ERCs Registry websit.

- Column A: List the pollutant(s) for which you are looking for ERCs.
- Column B: For each pollutant, estimate the number of ERC's needed in tons per year.
- Column C: Provide the latest date by which you need to obtain the ERCs.