



NOx Budget Trading Program

Instructions for Allowance Deduction Form (OPTIONAL)

The Allowance Deduction Form may be used to identify the allowances to be deducted for compliance from unit accounts. The form may not be used for overdraft accounts. If you choose to use this form, it must be submitted with the Compliance Certification Report by November 30 of the calendar year which includes the control period. If you choose not to submit this form, allowances will be deducted on a first-in, first-out (FIFO) basis.

Step 1 Enter the calendar year which includes the control period for which you are certifying compliance, the NO_x Allowance Tracking System (NATS) Account Number, and the Plant Name of the unit from which allowances are to be deducted. **Allowances held in overdraft accounts may not be specified for deduction.**

Step 2 List by serial number the allowances to be deducted. You may specify single allowances or a series of allowances. In the total column, enter the total number of allowances to be deducted. Verify the accuracy of your entries by computing one of the following simple equations:

$$\text{Start Number} = \text{End Number} - \text{Total} + 1$$

or

$$\text{End Number} = \text{Start Number} + \text{Total} - 1$$

NOTE: If the serial number range does not correspond with the figure for the total number of allowances, then EPA will rely on the serial number range and not the total number.

You may copy the form to list additional allowances to be deducted. When you have completed the form, for each NATS account number indicate the page order and total number of pages (e.g., 1 of 4, 2 of 4, etc.) in the boxes at the bottom of each page.

The allowance year, which is the first four digits of the serial numbers of allowances to be deducted, must be the same as the compliance year listed in Step 1 (current allowances), or a year prior to the compliance year listed in Step 1 (banked allowances.)

NOTE: EPA will deduct allowances in the following order:

- 1) Allowances that are identified on the Allowance Deduction Form, in the order on the form (regardless of whether they are current or banked)

If there are not enough allowances for compliance identified on the form, then EPA will continue to deduct allowances as follows:

- 2) Current year allowances that are **not** identified on the Allowance Deduction Form on a first-in, first-out (FIFO) basis
- 3) Banked allowances that are **not** identified on the Allowance Deduction Form on a first-in, first-out (FIFO) basis

If you identify more than enough allowances, EPA will not deduct more allowances than necessary for compliance.

Step 3 Read the Certifications. Enter your name and AAR ID number. Sign and date the form.

Mailing Instructions Mail this form to EPA at one of the following addresses:

for regular or certified mail:
U.S. EPA
NOx Budget Trading Program (6204J)
Attention: Annual Reconciliation
1200 Pennsylvania Avenue, NW
Washington, DC 20460

for overnight mail:
U.S. EPA
NOx Budget Trading Program (6204J)
Attention: Annual Reconciliation
1310 L Street, NW
Washington, DC 20005

Phone: 202-3434-9170

Paperwork Burden Estimate

The public reporting and recordkeeping burden for this collection of information is estimated to average 1 hour per response annually. Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a Federal agency. This includes the time needed to review instructions; develop, acquire, install, and utilize technology and systems for the purposes of collecting, validating, and verifying information, processing and maintaining information, and disclosing and providing information; adjust the existing ways to comply with any previously applicable instructions and requirements; train personnel to be able to respond to a collection of information; search data sources; complete and review the collection of information; and transmit or otherwise disclose the information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822), 1200 Pennsylvania Ave., NW., Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.