



Biogas Closed Distribution System– Dispensing Site Report (Report Form ID: RFS5100): Instructions for Completing

Who must report

• All biogas closed distribution system (BCDS) RIN generators that managed BCDSs for which renewable fuel was dispensed during the calendar month.

Reporting requirements

- 40 CFR 80.140(d) sets forth the reporting requirements for this form.
- Complete this report for each fuel dispensing location and type of renewable fuel for the month.
- If a report field does not apply, enter the value "NA". **Do NOT leave any field blank**.

Reporting Deadlines

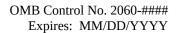
BCDS RIN generators must report on a monthly basis as follows:

| Calendar Month | Time Period Covered | Report Deadline |
|----------------|----------------------------|-----------------|
| January | January 1 – January 31 | February 28* |
| February | February 1 – February 28* | March 31 |
| March | March 1 – March 31 | April 30 |
| April | April 1 – April 30 | May 31 |
| May | May 1 – May 31 | June 30 |
| June | June 1 – June 30 | July 31 |
| July | July 1 – July 31 | August 31 |
| August | August 1 – August 31 | September 30 |
| September | September 1 – September 30 | October 31 |
| October | October 1 – October 31 | November 30 |
| November | November 1 – November 30 | December 31 |
| December | December 1 – December 31 | January 31 |

^{*} For leap years, the time period covered for February is February 1 through February 29 and January reports are due February 29.

How to submit reports

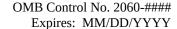
- Please check the RFS reporting web site for updated instructions and templates: https://www.epa.gov/fuels-registration-reporting-and-compliance-help/reporting-fuel-programs
- For information on submitting this report using EPA's Central Data Exchange (CDX) visit: https://www.epa.gov/fuels-registration-reporting-and-compliance-help/user-guides-otaqdcfuel-central-data-exchange-cdx





Field Instructions:

| Field | Field Name | Units | Field Formats, Codes & Special Instructions |
|-------|--------------------------|-------|---|
| 1. | Report Form ID | | AAAAAA; Character. Enter RFS5100 |
| 2. | Report Type | | A; Character. Indicate whether this is the original report or a resubmission. Submit only one Original report, submit any corrections or updates as Resubmission(s): O: Original R: Resubmission |
| 3. | СВІ | | A; Character. Specify if the data contained within the report are being claimed as Confidential Business Information (CBI) under 40 CFR Part 2, subpart B, except the information that cannot be claimed as CBI per 40 CFR 80.1402. Y: Confidential Business Information N: Non-Confidential Business Information |
| 4. | Report Date | | MM/DD/YYYY ; <i>Character</i> . Enter the date this report is completed. |
| 5. | Compliance Year | | YYYY ; <i>Character</i> . Enter the compliance year the report covers. |
| 6. | Company/Entity ID | | AAAA ; <i>Character</i> . Enter the four-character, EPA-assigned company/entity ID. |
| 7. | Company Name | | AAAA ; <i>Character (125 Max)</i> . The reporting party's name (Your company name). |
| 8 | Calendar Month | | AAA; Character. Indicate the month for which the information is being reported: JAN: January FEB: February MAR: March APR: April MAY: May JUN: June JUL: July AUG: August SEP: September OCT: October NOV: November DEC: December |
| 9 | Dispensing location code | | AAAA ; <i>Character (125 Max)</i> . Enter the ID for the dispensing station. |





| Field | Field Name | Units | Field Formats, Codes & Special Instructions |
|-------|--|-------|---|
| 10 | Renewable fuel category code | | AAA; Character. Enter the associated code of the renewable fuel type. Common entries include the following: 190: Renewable Compressed Natural Gas 200: Renewable Liquefied Natural Gas For other fuel categories not listed, use fuel category code values listed in https://www.epa.gov/fuels-registration-reporting-and-compliance-help/reporting-codes-and-fuel-pathways-epa-moderated |
| 11 | Total volume of renewable fuel dispensed | | 9999999999999999999999999999999999999 |
| 12 | Volume of renewable fuel unit of measure | | AAA; Character. Enter the unit of measure. BTU: Btu LHV GAL: Gallons |
| 13 | Comments | | AAAA; <i>Character (1000 Max)</i> . Enter any necessary comments or recordkeeping information. Enter "NA" if there are no comments. |

Paperwork Reduction Act Statement

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2060-####). Responses to this collection of information are mandatory (40 CFR part 80). 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. The public reporting and recordkeeping burden for this collection of information is estimated to be 1.4 hours per response. 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 to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821T), 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.