

MARYLAND DEPARTMENT OF THE ENVIRONMENT
Land and Materials Administration • Oil Control Program
1800 Washington Boulevard • Suite 620 • Baltimore Maryland 21230-1719
410-537-3442 • 800-633-6101 x3442 • 410-537-3092 (fax) • www.mde.maryland.gov

APPLICATION FOR OIL TRANSFER LICENSE

(Environment Article §4-411, Annotated Code of Maryland)

For Office Use Only

OT Number: _____

Check One: *New Applicant* *Renewal* *Amendment Only*

1. Name of Licensee: _____
2. Account Number: _____
(Maryland Fuel Tax Division, Dealer and Special Fuel Seller Accounts Numbers)
3. Federal ID Number: _____
4. Mailing Address: _____

Person Responsible for Submitting Quarterly Oil Transfer Reports

5. Name: (Mr./Mrs./Ms./Dr.) _____
6. Contact Information: _____
(Office Telephone) (Fax Number) E-Mail Address

Method(s) of Transferring Oil into Maryland (check all that apply)

7. Marine Vessel Pipeline Rail Tank Truck or Transport
- Other (specify) _____

Applicant (or Agent) Information

8. Name: (Mr./Mrs./Ms./Dr.) _____ Title: _____
9. Contact Information: _____
(Office Telephone) (Fax Number) E-Mail Address

10. **Required Signature:** _____ **Date:** _____

Signature indicates that you have reviewed all notices listed on the reverse side of this form and verify the information provided is complete and accurate to the best of your knowledge.

Workers' Compensation Coverage (check one)

11. Proof attached as required under Environment Article 1-202
Exempt – no employees in the State of Maryland

Registered with Maryland Department of Assessments and Taxation (check one)

12. Copy attached of official SDAT Certificate of Status
Copy attached of the SDAT charter search screen showing "Good Standing" status

NOTICES

Review prior to signing line item 10 on front page of this form

Tax Liability Requirements

Environment Article §1-202. Compliance with Workers' Compensation Act.

Before any license or permit may be issued under this article to an employer to engage in an activity in which the employer may employ a covered employee, as defined in §9-101 of the Labor and Employment Article, the employer shall file with the issuing authority:

1. A certificate of compliance with the Maryland Workers' Compensation Act; or
2. The number of a workers' compensation insurance policy or binder.

Environment Article §1-203. Consideration of violations; renewal of licenses or permits; verification of payment of taxes and unemployment insurance contributions.

(b) Renewal; verification of payment of taxes and unemployment insurance contributions.

(1) A license or permit is considered renewed for purposes of this subsection if the license or permit is issued by a unit of State government to a person for the period immediately following a period for which the person previously possessed the same or a substantially similar license.

(2) Before any license or permit may be renewed under this article, the issuing authority shall verify through the office of the Comptroller that the applicant has paid all undisputed taxes and the unemployment insurance contributions payable to the Comptroller or the Secretary of Labor, Licensing, and Regulation or that the applicant has provided for payment in a manner satisfactory to the unit responsible for collection.

State of Maryland Business License Requirement

Prior to the issuance of any State license or permit an applicant must have a State of Maryland Business License issued by the Maryland Department of Assessment and Taxation ("SDAT"); and be in good standing. One of the following must be submitted with this application as proof of compliance:

1. A copy of your Certificate of Status issued by SDAT; or,
2. A copy of the Charter Search screen demonstrating your company is in good standing. Follow the link below and enter your company name in the drop down to verify its status:
<http://sdat.resiusa.org/ucc-charter/Pages/CharterSearch/default.aspx>.

Contact SDAT at 410-767-1184 or 888-246-5941 for information regarding registration requirements to obtain your business license in Maryland.

Notice: Collection of Personal Records

State Government Article §10-624 of the Maryland Code. The personal information requested on this form is intended to be used in processing your application. Failure to provide the information requested may result in your application not being processed. You have the right to inspect, amend, or correct this form. The Maryland Department of the Environment ("MDE") is a public agency and subject to the Maryland Public Information Act. This form may be made available on the Internet via MDE's website and is subject to inspection or copying, in whole or in part, by the public and other governmental agencies, if not protected by federal or State law.

Federal Privacy Act of 1974, 5 U.S.C. §552a. Disclosure of your Federal Tax Identification, Maryland Taxpayer, or Social Security Number on this form is mandatory pursuant to the provisions of Environment Article §1-203, Annotated Code of Maryland, which requires MDE to verify that an applicant for a permit or license has paid all undisputed taxes and unemployment insurance. Federal Tax Identification, Maryland Taxpayer, or Social Security Numbers will not be used for any purposes other than those described in this Notice