

**Your Business may need a Liquefied Gas Supplier License  
By August 1, 2009**

WHO, WHAT, WHEN, HOW & WHERE ?

The new Wisconsin liquefied gas supplier regulations will go into effect on August 1, 2009. Anyone engaged in the filling propane tanks or supplying of propane may need to review Chapter Comm 40, Gas Systems and the license requirement details in the Chapter Comm 5, Licenses, Certifications and Registrations code. The code section Comm 5.73 indicates that either a “liquefied gas supplier” or a “liquefied gas supplier - restricted” license may be necessary. Hopefully, this notice will allow sufficient time for businesses to comply with the rule in advance of the actual deadline and provide guidance and understanding to those affected.

**WHO** ..... is affected?

**Anyone who engages in the business of filling liquefied petroleum gas “LPG” containers with gas intended as fuel to be used directly from the container should obtain a license.**

When engaging in this activity one should obtain either the liquefied gas supplier or the liquefied gas supplier - restricted license. Most likely all existing bulk retail LPG distribution facilities, campsite facilities, hardware stores, outdoor appliance dealers, and LP gas grill supply centers that fill liquefied gas containers will need to obtain the license.

**- License is not required:**

- For filling containers with liquefied petroleum gas for the person’s or entity’s own use such as a storage warehouse with a fleet of LPG fork lift-trucks filled on site.
- For a business that fills containers that have a water capacity of less than 4 pounds.

**WHAT** ..... is the license and what are the requirements/qualifications?

**Liquefied Gas Supplier License:** Comm 5.73(1) (a) for the person engaged in the business of filling containers with liquefied petroleum gas that is intended to be used directly from the containers as fuel.

This license has a 2YR-Term/renewal, \$15.00-Initial application fee + 60.00 License fee / Total - \$75.00

**Liquefied Gas Supplier–Restricted License:** Comm 5.73(1) (b) the person who holds “restricted” license shall be limited to filling only department of transportation cylinders with liquefied petroleum gas.

This license has a 2YR-Term/renewal, \$15.00-Initial application fee + 40.00 License fee / Total - \$55.00

**WHEN** ..... are the new licensing rules effective?

Pursuant to 2007 Wisconsin Act 203: A liquefied gas supplier or liquefied gas supplier-restricted **license is required AUGUST 1, 2009**. About May 1, 2009, the Safety and Buildings Division Credential unit will be prepared to accept, process and issue the new liquefied gas supplier license(s).

Although the license is not mandatory until August 1, 2009, most applicants should take advantage of this opportunity to submit early.

**HOW** ..... does one obtain the license? (Details are found on the application)

The application form will be available from the internet approximately May 1, 2009 at the following link: <http://www.commerce.wi.gov/SB/SB-FormCredAppList.html>

Applicants should **complete the application, attach the correct fee and provide all necessary documentation** to prove requirements for the license are met. One may contact the Credential office at 608-261-8500 to request an application after May 1, 2009.

**WHERE** ..... are requirements?

Applicable code language can be found in **Comm 5**, Licenses, Certifications and Registrations (specific **section 5.73**) and the **Comm 40**, Gas Systems code. Electronic copies of codes are available from the following link: <http://www.commerce.wi.gov/SB/SB-DivCodesListing.html>

It is also important to realize that a special note was created in each of the specific credential section(s) listed below:

- **Comm 5.31(4)(c)** Dwelling contractors
- **Comm 5.70(4)** HVAC contractors
- **Comm 5.71(4)** HVAC qualifiers
- **Comm 5.73(4)(c)** Liquefied gas suppliers

The note indicates utilizing the form SBD-9656-E (attached) to document responsibilities as required in Comm 5 and in accordance with s 101.16(4) (a) Stats.

Staff members - Department of Commerce, Safety and Buildings Division, Gas Systems Program

Waukesha Office

Michael Verhagen  
Mechanical Safety Specialist  
262-548-8617

Madison Office

Joseph Hertel	Rick Merkle
Program Manager	Section Supervisor
608-266-5649	608-266-3037

### Wisconsin Gas Systems - Certificate of Installation

LPG  CNG  LNG  Hydrogen

<b>Type of Use:</b>				
Residential <input type="checkbox"/>	Commercial <input type="checkbox"/>	Manufacturing or Processing <input type="checkbox"/>	Agriculture / Heat or drying <input type="checkbox"/>	Construction/Temporary Site <input type="checkbox"/>
Owner/Operator Name			Installation Date	
Address of Installation (Street City State and Zip)				
Capacity:		<b>Dept of Transportation Cylinder - DOT</b>		<b>ASME Storage Tank /Container</b>
	Cylinder No.	Size (lbs)	Tank - <input type="checkbox"/> Serial # <input type="checkbox"/> NB #	# Size (gal)
Installing Company Name			Installer's Name (Print)	
Company Address (Street City State and Zip)			Company Telephone	

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04 (1) (m), Stats.]

I hereby confirm that the design, construction, location and installation of the equipment conform to the applicable rules of the Department, including Administrative Code Chapters Comm 23, 40(Gas Systems), 65 and 84.

#### Signature of Installer

SBD-9656-E (rev 01/09)

Copies to: 1. Site owner/operator 2. Fire Department when required 3. Installer

Note: Comm 40, Gas System requirements below

<p><b>Notice to Dwelling contractors, HVAC contractors and HVAC Qualifiers</b> Comm 5.31(4) c, Comm 5.70(4) and Comm 5.71(4). <b>Note:</b> Section 101.16(4) (a), Stats., provides that: The person performing the work of installing equipment utilizing LPG gas for fuel purposes shall furnish the user of the equipment a statement, the form of which shall be prescribed by the department showing the design, construction, location and installation of the equipment conforms with the rules promulgated by the Department under this section.</p>
<p><b>Liquefied Petroleum Gas - LPG</b> Comm 40.43 Certificate of installation. Every person, firm, association or corporation installing equipment using liquefied petroleum gas shall complete a certificate of installation form. The certificate of installation form shall be completed at the time of installation, shall be kept at the liquefied petroleum gas installation and shall be available for review by an authorized representative of the department. For installations using containers of 2000 gallons or larger water capacity, a copy of the installation form shall also be submitted to the local fire department within 10 business days of the installation.</p>
<p><b>Liquefied Natural Gas - LNG</b> Comm 40.52 Certificate of installation. Every person, firm, association or corporation installing liquefied natural gas equipment shall complete a certificate of installation form. The form shall be completed at the time of installation, kept at the installation site and available for review by an authorized representative of the department. A copy of the form shall be submitted to the local fire department within 10 business days of the installation.</p>
<p><b>Compressed Natural Gas - CNG</b> Comm 40.62 Certificate of installation. Every person, firm, association or corporation installing compressed natural gas equipment shall complete a certificate of installation form. The form shall be completed at the time of installation, kept at the installation site and available for review by an authorized representative of the department. A copy of the form shall be submitted to the local fire department within 10 business days of the installation.</p>
<p><b>Gaseous Hydrogen and Liquefied Hydrogen Systems</b> Comm 40.72 and 40.82 Certificate of installation. Every person, firm, association or corporation installing gaseous or liquefied hydrogen equipment shall complete a certificate of installation form. The form shall be completed at the time of installation, kept at the installation site and available for review by an authorized representative of the department. A copy of the form shall be submitted to the local fire department within 10 business days of the installation.</p>