

ELECTRONIC SIGNATURE AGREEMENT for Michigan Air Emissions Reporting System (MAERS)

In order to become the Primary Preparer and receive a Personal Identification Number (PIN) for submittal of your emission inventory report, you must print this form, sign it, and return it to the Michigan Department of Environment, Great Lakes, and Energy (EGLE). Once the form is received, EGLE personnel will review your application and approve your Primary Preparer account as appropriate.

I, _____, (name of MAERS Authorized Individual (Primary Preparer))

- Have registered for a MAERS user account.
- Understand that this form allows me to submit an electronic Emission Inventory (EI) Report to EGLEs approved electronic report receiving system (MAERS).
- Agree to the use of a PIN as my electronic signature.
- Understand and agree that I will be legally bound and responsible for my use of an electronic signature as I would be using my handwritten signature.
- Understand that I will have an opportunity to review the EI Report submitted in a readable format prior to submission.
- Understand that EGLE may contact the facility official to verify the MAERS Authorized Individual’s proper authority.
- Am directly employed and authorized by the regulated entity(ies) identified below to sign and submit the EI Report.
- Agree to retain a copy of this signed agreement as long as I continue to act as the MAERS authorized individual for the regulated entity(ies) identified below.

List of Facilities		
Regulated Entity	Address and City	State Registration Number (SRN)
List additional regulated entities on the back of this form if necessary.		

This form must be signed and dated by the MAERS authorized individual.	
Printed name of MAERS Authorized Individual	Title
Signature of MAERS Authorized Individual	Date
Email address:	

Please mail the original signed form to:
 Michigan Department of Environment, Great Lakes, and Energy
 MAERS Coordinator
 Air Quality Division
 P.O. Box 30260
 Lansing, MI 48909-7760

A scanned copy can be emailed to InfoMAERS@michigan.gov or faxed to 517-241-7499 to expedite the process; however the original signed form must still be mailed to the MAERS Coordinator.