

February 28, 2018

Licenced Inspector
Civic Address
Community, NL
Postal Code

RE: Application for Renewal of HOST Inspector Licence

Dear Licenced Inspector:

Your renewal application for a licence as an inspector under the Heating Oil Storage Tank System Regulations, 2003 has been received and reviewed. As your application provided a clear indication that you meet our requirements for a licence, I am pleased to inform you that licence #0XXX is hereby reissued in your name. Please note the expiry date on the card (February 28, 2019). If you wish to continue to be licenced as an inspector under the Regulations an application for renewal should be submitted to the administrator at least 30 days before the expiry of your current licence.

Included with this letter is:

- your licence card
- copy of the Heating Oil Storage Tank System Regulations, 2003
- copy of the System Installation and Inspection Manual
- copy of Inspection Checklist (please copy as necessary - keep completed paper copies for your files)
- copy of Certificate of Registration (please copy as necessary - completed certificates are to be given to tank system owner - you may also want to keep a completed copy for yourself)
- application for renewal of inspector licence

You are reminded that you should have access to a copy of CSA B139 Series-15 (including May 2016 revisions) - Installation Code for Oil-Burning Equipment and that the requirements found in this code shall be followed. With respect to the electronic submission of information contained on the Inspection Checklist, you should ensure that your completed checklists are entered electronically and forwarded to the Department.

Sincerely,

Stephen Elliott

Stephen Elliott
Petroleum Storage & Management