



Rick Snyder, Governor
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Air Quality Division

MICHIGAN AIR EMISSIONS REPORTING SYSTEM (MAERS)

P-101 PREPARER FORM INSTRUCTIONS AND EXAMPLE

This is an optional form that may be used to identify additional people that have worked on the MAERS report. Complete this form for each Preparer. The AQD Source ID (SRN) is required.

INVENTORY YEAR

1. **Inventory Year – (Required)** the year in which the emission activities took place. (Example: 2011 is the inventory year for the 2011 MAERS report, which is due March 15, 2012.)

FORM REFERENCE SECTION:

2. **Form Type** - DEQ Air Quality reference identification for the form.
3. **AQD Source ID (SRN) – (Required)** - AQD Source ID (SRN) is where the SRN must be entered. This number is also called a State Registration Number (SRN).

PREPARER'S INFORMATION SECTION:

This section is required.

- 4-15. **Preparer's Information** - Enter the name, mailing address, telephone number, fax number, and e-mail address. If no e-mail address is available, enter NA.

EU or RG ID SECTION:

Complete this section if the source has more than one preparer that is responsible for certain EU's.

16. **EU or RG** - Enter emission unit or reporting group ID's to indicate responsibility of the Preparer. Do not include emission units that are part of a reporting group

