

Michigan Air Emissions Reporting System (MAERS) Checklist

Use this checklist to gather necessary process and emissions information for your facility prior to starting to complete your MAERS report.

- Computer with Internet access
- State Registration Number (SRN) – This is the number that is assigned to the facility or plant and appears on all permits and correspondence from the AQD.
- Paper copy of last year’s submittal
- MAERS paper forms and instructions (if not using the web)
- Reference Tables
- Calculator
- Air Use Permits, Consent Orders, or Consent Judgments, if applicable
- Safety Data Sheets (SDS), data sheets, specification sheets, etc. for equipment and materials used at the facility
- Last year’s purchase records
- Plant layout map
- List of emission units at the facility
- Any testing or recordkeeping data
- Material usage logs
- Other guidance documents (MAERS Guidebook, FAQ, etc.)
- Renewable Operating Permit Report Certification Form (Form EQP5736 – only for sources with an ROP)