Subscriber Agreement SAMPLE COPY
[For definitions and mailing address see page 3]

D. Signatory Authorization

Company Name / Organization: **Permittee**	
Secretary of the State Business ID No. (if LLC or Corp): **get from CONCORD website**	
Signatory Authority Name: **Enter Corporate Officer Name**	
Email Address:	Phone Number:

The Signatory Authority is the appropriate i*ndividual* identified under, as applicable, RCSA Sections 22a-430-3(b)(2)(A), 22a-174-2a(A), or 22a-449(c)-110 (incorporating 40 CFR §270.11(a)) with the authority to sign Electronic Filings on behalf of the Regulated Person.

I, **Corporate Officer**, have the authority to enter into this Agreement for **Company Name** under the applicable standards. I request the Connecticut DEEP grant me [and the following individual(s)] the ability to submit Electronic Filings:

[List name(s) of subscriber(s) here:] (if the corporate officer will duly authorize other individuals to sign DMR's, list them here)

In signing this Agreement, I am bound by the terms of this Agreement, and **Company Name** is also bound by this Agreement.

_____
Signatory Authority Signature

DO NOT SUBMIT THIS COPY TO DEEP. THIS COPY IS ONLY A GUIDE TO FILLING OUT THE SUBSCRIBER AGREEMENT. PRINT A CLEAN COPY OF THE **WORD FILLABLE** "SUBSCRIBER AGREEMENT" TO BE SIGNED AND SUBMITTED.

xxxxxxxxxxxxxxxxxxxxxx
Signatory Printed Name

xxxxxxxxxxxxxxxxxx
Title

xxxxxxxxxxxxxxxxxx
Date

E. Subscriber Signature (person who will sign DMR's**)**

Company Name / Organization: **_Permittee_**	
Secretary of the State Business ID No. (if LLC or Corp):	
Subscriber Name:	
Email Address:	Phone Number:
User Name: **_The name used in NetDMR to create your account_**	

The Subscriber is either the Signatory Authority named in Section D of this Agreement, or an individual duly authorized to submit Electronic Filings by the Signatory Authority pursuant to the appropriate standards and regulations (e.g., RCSA §§ 22a-430-3(b)(2)(B), 22a-174-2a(a), 22a-174-4(d), and 22a-449(c)-110 (incorporating 40 CFR § 270.11(b))) .

SIGN ONLY ONE OF THE FOLLOWING STATEMENTS:

I, **_DMR Signer_**, have the authority to enter into this Agreement for **_Company Name_** under the applicable standards. [sign here if you are the corporate officer who signed form D, and you will be signing monthly DMR's]

OR

I, **_DMR Signer_**_____, am authorized by the Signatory Authority named in Section D of this document, who does have the authority under the applicable standards, to enter into this Agreement for _____ [sign here if you are duly authorized by a corporate officer to sign DMR's]

By submitting this Agreement to the Connecticut DEEP I, **_DMR Signer_**, have read, understand, and accept the terms and conditions of this Subscriber Agreement. I certify under penalty of law that I have personally examined and am familiar with the information submitted in this Agreement and that, based on my inquiry of those persons immediately responsible for obtaining the information contained in the Agreement, I believe that the information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

_____**_DMR Signer_**_____
Subscriber Signature

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xxxxxxxxxxxxxxxxxxxx
Subscriber Printed Name

xxxxxxxxxxxxxxxxxxx
Title

xxxxxxxxxxxxxxxxxxxx
Date

Subscriber Agreement Instructions

Purpose
The CT DEEP Subscriber Agreement applies to all filings using an electronic signature, as an alternative to using paper forms to fulfill filing requirements for applicable Connecticut and federal law and regulations.

Basic Information on Who Should Fill Out the Subscriber Agreement

- The "**Signatory Authority**" is an *individual* (usually a corporate officer) who is authorized to sign permit applications, permit modification requests, reports, and other documents on behalf of a permittee or "Regulated Person" per RCSA §§22a-430-3(b)(2)(A). This person must sign the Subscriber Agreement in Section D.

- **Who can be the Signatory Authority?** For a corporation: a **responsible corporate officer**. For the purposes of this section, a responsible corporate officer means: a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or the manager of one or more manufacturing, production, or operating facilities employing more than 250 persons or having gross annual sales or expenditures exceeding twenty-five million dollars (in second quarter 1980 dollars),if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

- The **Subscriber** is person who will electronically submit the data and sign the DMR's. They must sign Section E.

- If the Signatory Authority person (named in Section D) will be signing and submitting DMR's, then this individual must also sign Section E as a Subscriber.

- The Signatory Authority may duly authorize other individual(s) to sign and submit DMR's. Such individual(s) must each sign a separate Section E as a Subscriber. (see RCSA §§22a-430-3(b)(2)(B)).

- Subscribers **are** required to be employees of the permittee. A contractor or consultant **cannot** be named as a *duly authorized representative* of the permittee, and so **cannot** be a Subscriber.

Where to Submit
PRINT AND MAIL THE ORIGINAL completed CT DEEP Subscriber Agreement below to your ePermitting authority for their review at the address below. Save a copy for your records.

For BOTH Stormwater and Wastewater Permit Filings:
Connecticut Department of Energy & Environmental Protection
Bureau of Materials Management & Compliance Assurance
Water Permitting & Enforcement Division – DMR Unit
79 Elm Street, Hartford, CT 06106-5127