



**MISSOURI DEPARTMENT OF NATURAL RESOURCES  
AIR POLLUTION CONTROL PROGRAM  
PORTABLE SOURCE RELOCATION REQUEST**

<b>APCP USE ONLY</b>
FACILITY ID NO.
CURRENT SITE NO.
PROPOSED SITE NO.

NAME OF INSTALLATION/COMPANY					
STREET ADDRESS OF INSTALLATION/COMPANY					
MAILING ADDRESS OF INSTALLATION/COMPANY					
CITY OF INSTALLATION/COMPANY			STATE		ZIP CODE
COUNTY OF CURRENT LOCATION	1/4, OF	1/4, OF	SECTION	TOWNSHIP	RANGE
COUNTY OF PROPOSED LOCATION	1/4, OF	1/4, OF	SECTION	TOWNSHIP	RANGE
ESTIMATED LENGTH OF TIME AT NEW LOCATION, NOT TO EXCEED TWO YEARS					
PROJECTED DATE TO COMMENCE CONSTRUCTION			PROJECTED DATE TO COMMENCE OPERATION		
NAME OF PARENT COMPANY					
PARENT COMPANY'S MAILING ADDRESS					
PARENT COMPANY'S CITY	STATE	ZIP CODE	EMAIL ADDRESS OF PARENT COMPANY CONTACT		
NAME OF PROPERTY OWNER OF NEW LOCATION					
MAILING ADDRESS					
CITY			STATE	ZIP CODE	
<p>Is this a new site for this equipment? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, submit a \$300 review fee. (Check one only.)</p> <p>Will other air contaminant sources not listed in this request be operating concurrently at this same location? Yes <input type="checkbox"/> No <input type="checkbox"/> (Check one only.)</p> <p>If you answered YES to either of the previous questions, attach a map of the area showing property boundary as well as distance and direction to the nearest off-property area. Show locations and orientation of all portable equipment. Show haul roads and storage piles.</p>					
SIGNATURE OF RESPONSIBLE MEMBER OF THE COMPANY				DATE	
TYPE OR PRINT NAME OF PERSON SIGNING				EMAIL ADDRESS	
TITLE OF PERSON SIGNING				TELEPHONE NUMBER WITH AREA CODE	

## INSTRUCTIONS FOR COMPLETING RELOCATION REQUEST

1. Use Form 2803, "Portable Source Relocation Request," if portable equipment is to be moved to a site not listed on the original permit.
2. Provide all of the information requested in the application.
3. In addition to filling out Form 2803, access [the packet of forms that comprise Form 780-1323](#). Fill out two secondary forms found within the packet: Form 2.7, "Haul Road Fugitive Emission Worksheet," and Form 2.8, "Storage Pile Worksheet," as applicable to this installation.
4. Note that the department will approve the request under the following conditions:
  - a. The facility is in compliance with the original permit conditions and all applicable regulations;
  - b. The plant is not expected to cause air quality problems at the new location;
  - c. The request is received at least 21 days prior to the proposed move; and
  - d. The equipment will be at the new location no longer than 24 consecutive months.
5. Note that approval for portable equipment may be for a maximum operational time of 24 consecutive months without an intervening relocation.
6. Make sure that the owner holds a valid, original air construction permit for the portable installation. Even equipment for which a permit originally was not required must be permitted to move.
7. Make sure that each application is signed by a responsible member of the organization who will operate the installation or by a responsible member of the organization who owns the installation.
8. Pick one of two options for submitting Form 2803.

Email it to [PortableSourceRelocationRequest@dnr.mo.gov](mailto:PortableSourceRelocationRequest@dnr.mo.gov)

Or

Mail it to the following address:  
Missouri Department of Natural Resources  
Air Pollution Control Program  
Permits Section  
P.O. Box 176  
Jefferson City, MO 65102-0176

9. If you have questions, please contact the Permits Section at 573-526-3835.

