



**STATE OF CONNECTICUT**  
**DEPARTMENT OF CONSUMER PROTECTION**  
450 COLUMBUS BLVD. SUITE 801  
HARTFORD, CT 06103

1. This **APPLICATION FOR RETAIL GASOLINE DEALER LICENSE** is to be used for:
  - (a) **NEW STATION**[has never had dispensers on site, previous license expired more than 1 year, or has acquired additional land to expand existing station];
    - Complete pages 3 &4
    - Submit A-2 survey of at least 1”=20’
  - (b) **TRANSFER** of a station’s license [license still active in previous owner’s name, or previous license expired less than 1 year];
    - Complete pages 3, 4 (Free Air/Generator section only), and 5
  - (c) **ADDITION OF HOSES**;
    - Complete pages 3 and 4 (Free Air/Generator section only)
    - If pumps have been relocated, Submit A-2 survey of at least 1”=20’
  - (c) **RELOCATION OF PUMPS**. No hoses added or decrease in number of hoses
    - Complete pages 3 & 4 (Free Air/Generator section only)
    - Submit A-2 survey of at least 1”=20’
  
2. **A Device Registration is required** to process a Retail Gasoline Dealer License.  
*Exempt in: Bridgeport, Danbury, Hartford, New Haven, Norwalk, Stamford, & Waterbury.*

☞ **NOTE: Operating a station without a valid Retail Gasoline Dealer License is in violation of Connecticut General Statutes, Chapter 250, Section 14-319.**

**C.G.S. 14-325a. Air compressors:** Any person licensed under section 14-319 to dispense motor fuel for sale to the public for any motor vehicle, as defined in section 14-1, shall provide for free public use an air compressor for the purpose of tire inflation during the hours such premises are open for business. Each such licensee shall post a sign in a conspicuous location upon the premises and in such form as the commissioner may require, informing the public of the availability of an air compressor for free public use during the hours such premises are open. Such compressor shall be capable of producing at least eighty pounds per square inch pressure at the outlet.

3. Application is multiple pages, all required pages must be complete in order to process license.

**Questions can be directed to the Food & Standards Division**

**Telephone: (860) 713-6160**

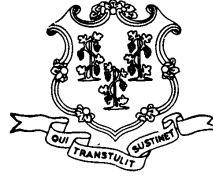
**Email: [dcp.foodandstandards@ct.gov](mailto:dcp.foodandstandards@ct.gov)**

**Web site: [www.ct.gov/dcp](http://www.ct.gov/dcp)**

# RETAIL GASOLINE DEALER LICENSE FEE CHART

Number of Hoses	Station Transfer	New Station	Renewal	Addition of Hoses	Number of Hoses
1	\$150.00	\$450.00	\$100.00	\$50.00	1
2	\$178.00	\$478.00	\$128.00	\$100.00	2
3	\$206.00	\$506.00	\$156.00	\$150.00	3
4	\$234.00	\$534.00	\$184.00	\$200.00	4
5	\$262.00	\$562.00	\$212.00	\$250.00	5
6	\$290.00	\$590.00	\$240.00	\$300.00	6
7	\$318.00	\$618.00	\$268.00	\$350.00	7
8	\$346.00	\$646.00	\$296.00	\$400.00	8
9	\$374.00	\$674.00	\$324.00	\$450.00	9
10	\$402.00	\$702.00	\$352.00	\$500.00	10
11	\$430.00	\$730.00	\$380.00	\$550.00	11
12	\$458.00	\$758.00	\$408.00	\$600.00	12
13	\$486.00	\$786.00	\$436.00	\$650.00	13
14	\$514.00	\$814.00	\$464.00	\$700.00	14
15	\$542.00	\$842.00	\$492.00	\$750.00	15
16	\$570.00	\$870.00	\$520.00	\$800.00	16
17	\$598.00	\$898.00	\$548.00	\$850.00	17
18	\$626.00	\$926.00	\$576.00	\$900.00	18
19	\$654.00	\$954.00	\$604.00	\$950.00	19
20	\$682.00	\$982.00	\$632.00	\$1,000.00	20
21	\$710.00	\$1,010.00	\$660.00	\$1,050.00	21
22	\$738.00	\$1,038.00	\$688.00	\$1,100.00	22
23	\$766.00	\$1,066.00	\$716.00	\$1,150.00	23
24	\$794.00	\$1,094.00	\$744.00	\$1,200.00	24
25	\$822.00	\$1,122.00	\$772.00	\$1,250.00	25
26	\$850.00	\$1,150.00	\$800.00	\$1,300.00	26
27	\$878.00	\$1,178.00	\$828.00	\$1,350.00	27
28	\$906.00	\$1,206.00	\$856.00	\$1,400.00	28
29	\$934.00	\$1,234.00	\$884.00	\$1,450.00	29
30	\$962.00	\$1,262.00	\$912.00	\$1,500.00	30
31	\$990.00	\$1,290.00	\$940.00	\$1,550.00	31
32	\$1,018.00	\$1,318.00	\$968.00	\$1,600.00	32
33	\$1,046.00	\$1,346.00	\$996.00	\$1,650.00	33
34	\$1,074.00	\$1,374.00	\$1,024.00	\$1,700.00	34
35	\$1,102.00	\$1,402.00	\$1,052.00	\$1,750.00	35
36	\$1,130.00	\$1,430.00	\$1,080.00	\$1,800.00	36
37	\$1,158.00	\$1,458.00	\$1,108.00	\$1,850.00	37
38	\$1,186.00	\$1,486.00	\$1,136.00	\$1,900.00	38
39	\$1,214.00	\$1,514.00	\$1,164.00	\$1,950.00	39
40	\$1,242.00	\$1,542.00	\$1,192.00	\$2,000.00	40
Add \$28.00 For Each Hose Over 40				Add \$50.00 For Each Additional Hose Over 40	

STATE OF CONNECTICUT  
 DEPARTMENT OF CONSUMER PROTECTION  
 FOOD & STANDARDS DIVISION  
 Email: [dcp.foodandstandards@ct.gov](mailto:dcp.foodandstandards@ct.gov)  
 Telephone: (860) 713-6160  
 Web Site: [www.ct.gov/dcp](http://www.ct.gov/dcp)



For Official Use Only

## APPLICATION FOR RETAIL GASOLINE DEALER LICENSE

**INSTRUCTIONS:**

This application **must be accompanied by a check or money order for the appropriate fees** made payable to: **"Treasurer, State of Connecticut."**  
 Application fees are non-refundable. Retail Gasoline Dealer License expires October 31<sup>st</sup>.

➔ **Return your completed application and fees (Retail Gasoline Dealer License Fee + Device Fee) to:**  
 Department of Consumer Protection, License Services Division, 450 Columbus Blvd. Suite 801, Hartford, CT 06103

Type of Application:      New Station(Submit A-2 Survey\*\* & Town Official Signatures)      Addition of Hoses  
 Transfer of Station (New Licensee)      Relocation of Pumps (Submit \$50.00 Fee & A-2 Survey\*\*)

**PRIMARY EMAIL ADDRESS:** Please list the primary email address to be used for all communication regarding this document, such as approval, rejection, and renewal notification

Business Trade Name (d.b.a.)			Station Telephone No.	
Business Street Address (Location of Station)		City	State	Zip Code
Indicate Number of Hoses to be <u>Licensed</u> or <u>Added</u> :				
<b>GAS</b>	<b>DIESEL</b>	<b>LNG/CNG/LPG</b>	<b>HYDROGEN</b>	
Applicant's Name (Owner/ Partner/ Officer of Corporation/ Member of LLC)			Applicant's Title	
Corporation Name (If Applicable)			Connecticut Business ID Number	
Applicant's Telephone No.	Email Address		FEIN Number/SSN*(if sole proprietorship)	
*The Federal Privacy Act of 1974 requires that you be notified that disclosure of your Social Security Number is required pursuant to C.G.S. §17b-137a. If you choose not to disclose your Social Security Number your application can not be processed.				
Mailing Address (if different than above) Street Address		City	State	Zip Code
I CERTIFY, UNDER PENALTY OF LAW (SEC. 53a-157, CLASS A MISDEMEANOR), THAT THE LICENSEE INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE.				
Signature of Applicant			Date	

**Note: In order to process your RGD an Application for Registration of Weighing & Measuring Devices is required.**  
**Except in exempt cities (see page 1)** *Device Registration expires July 31<sup>st</sup>.*

DEVICE TYPE	FEE PER UNIT	NO. UNITS	TOTAL AMOUNT	DEVICE TYPE	FEE PER UNIT	NO. UNITS	TOTAL AMOUNT
Gas/Diesel Dispenser Nozzle	\$ 50.00			Kerosene Dispenser Nozzle	\$ 50.00		
CNG/LNG/LPG/Hydrogen Dispenser Nozzle	\$ 50.00			Public Electric Vehicle Charging Station	\$ 50.00		
Retail Gasoline Dealer Fee (see fee chart page 2)				<b>DEVICE FEE</b>			
<b>TOTAL FEE DUE</b> [Retail Gasoline Dealer Fee plus Device Fee]							

\*\*NOTE: A-2 surveys must be at least 1" = 20' and can be submitted as a PDF by email to:  
[dcp.foodandstandards@ct.gov](mailto:dcp.foodandstandards@ct.gov)

Business Trade Name (d.b.a.)	Business Street Address (Location of Station)	City
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**FREE AIR/AIR COMPRESSOR**

The undersigned of this application pursuant to C.G.S. 14-325a, does hereby state that there is an air tower in operating condition with a permanent sign stating "Free Air Available" or some similar wording permanently erected upon said machine.

**GENERATOR**

PLEASE CHECK THE APPROPRIATE BOX:

The undersigned of this application, does hereby state that there **is a generator** to operate the dispensers at the location shown above in the case of a power emergency.

The undersigned of this application, does hereby state that there **is not a generator** to operate the dispensers at the location shown above in the case of a power emergency.

Signature of Applicant _____	Date _____
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➔ **New Station Only** (See Page 1): Certificates of approval shall be obtained from the local authority of the town, city or borough where the station or pump is located or is proposed to be located. Certificates of approval shall not be required in the case of a transfer of the last issued license from one person to another provided no more than one year has elapsed since the expiration of such license.

***Can be sent in with application or after signatures have been obtained.***

**ZONING APPROVAL FOR GASOLINE STATION**

THIS IS TO CERTIFY THAT AFTER PROOF OF NOTICE AS REQUIRED AND DUE HEARING HELD UNDER THE PROVISIONS OF SECTION 14-321 OF THE GENERAL STATUTES, (I) (WE) HAVE APPROVED THE LOCATION OF THIS RETAIL GASOLINE.

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_  
*Chairman of Zoning Board or Other Town or City Official*

Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

**BUILDING INSPECTOR APPROVAL FOR GASOLINE STATION**

THIS IS TO CERTIFY THAT PURSUANT TO THE PROVISIONS OF DEPT. OF CONSUMER PROTECTION REGULATION 14-332-6, THE COMMISSIONER SHALL NOT ISSUE A CERTIFICATE UNLESS THE LOCATION OF THE DISPENSERS HAS BEEN SPECIFICALLY APPROVED BY THE BUILDING OFFICIAL AS TO THE COMPLIANCE WITH THE STATE BUILDING CODE.

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_  
*Building Inspector*

Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

**FIRE MARSHAL APPROVAL FOR GASOLINE STATION**

THIS IS TO CERTIFY THAT PURSUANT TO THE PROVISIONS OF DEPT. OF CONSUMER PROTECTION REGULATION 14-332-6, THE COMMISSIONER SHALL NOT ISSUE A CERTIFICATE UNLESS THE LOCATION OF THE DISPENSERS HAS BEEN SPECIFICALLY APPROVED BY THE FIRE MARSHAL AS TO THE COMPLIANCE WITH THE STATE FIRE SAFETY CODE.

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_  
*Fire Marshal*

Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Questions can be directed to the Food & Standards Division Telephone No: (860) 713-6160  
 Email: [dcp.foodandstandards@ct.gov](mailto:dcp.foodandstandards@ct.gov)  
 Web site: [www.ct.gov/dcp](http://www.ct.gov/dcp)

**TRANSFER OF STATION FORM**  
**MUST BE NOTARIZED**

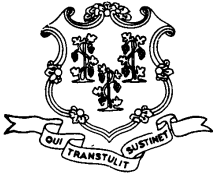
*Can be submitted with application or may be sent by  
 Mail/email/ or fax to:*

*Department of Consumer Protection  
 Food & Standards Division  
 450 Columbus Blvd. Suite 901  
 Hartford, CT 06103*

*Email: dcp.foodandstandards@ct.gov*

*Fax No. (860) 706 - 1209*

New Licensee: Business Trade Name (d.b.a.)			
<b>TRANSFER OF STATION: The previous licensee (or authorized officer) certifies that the following station has been sold and/or transferred from:</b>			
Printed Name of Previous Company (as indicated on license certificate)			Previous License Number
Business Street Address (Location of Station)	City	State	Zip Code
Printed Name of Previous Owner/ Partner/ Officer of Corporation/ Member of LLC			
<i>I CERTIFY, UNDER PENALTY OF LAW (SEC. 53a-157, CLASS A MISDEMEANOR), THAT THE INFORMATION, IS TRUE TO THE BEST OF MY KNOWLEDGE.</i>			
_____ Signature of Previous Owner/ Partner/ Officer of Corporation/ Member of LLC		_____ Date	
<i>Subscribed and sworn before me this _____ day of _____ 20_____</i>			
_____ Signature of Notary		_____ My Commission Expires	



STATE OF CONNECTICUT  
DEPARTMENT OF CONSUMER PROTECTION  
FOODS & STANDARDS DIVISION  
450 COLUMBUS BLVD. SUITE 901  
HARTFORD, CT 06103

RETAIL GASOLINE DEALERS LICENSE

REGULATIONS  
SALE OF GASOLINE AND MOTOR OIL

**14-332-1 PETROLEUM PRODUCTS EXCLUDE FROM "FUELS"** COMMERCIAL SOLVENTS INDUSTRIAL NAPHTHAS AND INDUSTRIAL DISTILLATES NOT PREPARED, ADVERTISED, OFFERED FOR SALE OR SOLD FOR USE AS OR COMMONLY AND COMMERCIALY USED AS A FUEL IN INTERNAL COMBUSTION ENGINES SHALL NOT BE CONSIDERED "FUELS" AS DEFINED IN SUB-SECTION (11) OF SECTION 14-1 OF THE GENERAL STATUTES AND SHALL NOT BE SUBJECT TO THE SALES RESTRICTIONS AND OTHER PROVISIONS OF CHAPTER 250 OF THE GENERAL STATUTES. IF SUCH COMMERCIAL SOLVENTS, INDUSTRIAL NAPHTHAS AND INDUSTRIAL DISTILLATES ARE PREPARED, ADVERTISED, OFFERED FOR SALE OR SOLD FOR USE AS FUEL OR USED AS FUEL IN INTERNAL COMBUSTION ENGINES, PROVISIONS OF SAID CHAPTER SHALL APPLY. (EFFECTIVE DECEMBER 6, 1995)

**14-332-2 TRANSFER OF PERMIT. SURVEY OF PREMISES TO BE FILED.** IN THE CASES OF TRANSFER OWNERSHIP OF A RETAIL GASOLINE STATION WHEN A SURVEY OF THE PREMISES HAS NOT BEEN PREVIOUSLY FILED WITH THE DEPARTMENT, A SURVEY SHALL BE FILED. SUCH SURVEY SHALL BE DRAWN TO A SCALE OF AT LEAST ONE (1) INCH EQUALS 20 FEET AND SHALL BE CERTIFIED TO AN ACCURACY OF A CLASS A-2 SURVEY, AS DEFINED IN THE "RECOMMENDED STANDARDS FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT" AS PREPARED AND ADOPTED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS INC. ON SETMBER 3, 1984 AND AS MAY BE AMENDED FROM TIME TO TIME. SUCH SURVEY SHALL SHOW THE LAYOUT OF THE DISPENSERS, DRIVES, WIDTH OF STREET OR ROAD, LOCATION OF PROPERTY LINE, NAMES OF THE ADJOINING PROPERTY OWNERS AND THE BOUNDING PROPERTY WITHIN THREE HUNDRED FEET, TOGETHER WITH ALL BUILDINGS THEREON. THE TRANSFEROR SHALL ALSO FILE A COPY OF THE CERTIFICATE OF OCCUPANCY. (EFFECTIVE DECEMBER 6, 1995)

**14-332-3 TRANSFEROR TO SURRENDER LICENSE CERTIFICATE.** THE TRANSFEROR SHALL SURRENDER HIS LICENSE CERTIFICATE AFTER A WRITTEN REQUEST FOR TRANSFER TO ANOTHER OWNER (OF THE LICENSE) HAS BEEN RECEIVED BY THE DEPARTMENT OF CONSUMER PROTECTION AND BEFORE SUCH TRANSFER IS APPROVED. WHERE A CERTIFICATE CANNOT BE LOCATED, A LETTER FROM THE OWNER OF THE PROPERTY STATING THAT THE PREVIOUS LEASE HAS BEEN TERMINATED AND A NEW LEASE HAS BEEN GRANTED TO THE PERSON APPLYING FOR SUCH TRANSFER AND THE PREVIOUSLY LICENSED PERSON'S WHEREABOUTS ARE UNKNOWN SHALL BE ACCEPTED IN LIEU THERE OF. (EFFECTIVE DECEMBER 6, 1995)

**14-332-4 PARKING OF MOTOR VEHICLES AT RETAIL GASOLINE STATION** PARKING OF ANY MOTOR VEHICLE AT A RETAIL GASOLINE STATION ON A STATE HIGHWAY IS PROHIBITED IF SUCH PARKED VEHICLE IN ANY WAY OBSTRUCTS THE VIEW OF VEHICLE OPERATORS ENTERING OR LEAVING THE DRIVEWAYS OF SUCH LOCATION (EFFECTIVE DECEMBER 6, 1995)

**14-332-5 SIGNS AT RETAIL GASOLINE STATIONS** PERMANENT OR MOVABLE SIGNS THAT IN ANY WAY OBSTRUCT THE VIEW AT THE RETAIL GASOLINE STATIONS ARE PROHIBITED. WHERE STATIONS ARE LOCATED ON THE STATE HIGHWAYS, A PERMIT IS REQUIRED FOR ALL SIGNS LOCATED ON HIGHWAY PROPERTY. SUCH SIGNS SHALL CARRY THE PERMIT NUMBER GRANTED BY THE COMMISSIONER OF TRANSPORTATION

**14-332-6 LOCATION OF DISPENSERS** PURSUANT TO THE PROVISIONS OF SECTION 14-320 OF THE GENERAL STATUTES, THE COMMISSIONER SHALL NOT ISSUE A CERTIFICATE UNLESS THE LOCATION OF THE DISPENSERS HAS BEEN SPECIFICALLY APPROVED BY THE BUILDING OFFICIAL AS TO COMPLIANCE WITH STATE BUILDING CODE AND BY THE FIRE MARSHAL AS TO COMPLIANCE WITH THE SAFETY CODE. IN ADDITION, WHERE THE COMMISSIONER FEELS NECESSARY, BARRIERS SHALL BE PLACED IN FRONT OF THE DISPENSERS IN ORDER TO PROTECT THE PUBLIC SAFETY.

**14-332-7 WAIVERS** THE COMMISSIONER, UPON REQUEST AND AFTER DETERMINING THAT THE PUBLIC HEALTH AND SAFETY SHALL STILL BE PROTECTED MAY WAIVE SECTIONS 14-332-1 THROUGH 14-332-6 OF THESE REGULATIONS FOR DEALERS WHO DO NOT OPERATE A SERVICE STATION, FILLING STATION, STORE OR GARAGE.