



STATE OF CONNECTICUT
DEPARTMENT OF ENERGY ENVIRONMENTAL PROTECTION
CERTIFICATION OF SMALL ENTITY STATUS FOR THE PURPOSES OF ANNUAL FEES

If you have QUESTIONS, email to: DEEP.LRMReg@ct.gov

A current copy of this form can be found here: [Radiation \(ct.gov\)](https://www.ct.gov/deep/radiation).



SEE IMPORTANT INSTRUCTIONS FOR DEEP FORM 526 -- PLEASE READ CAREFULLY -- DO NOT RETURN THIS FORM IF YOU HAVE NOT COMPLETED ALL OF THE INFORMATION BELOW. An incomplete form will be returned without processing.
A licensee must submit a new Small Entity Certification Form PRIOR to payment of the annual fee invoice each year in order to be considered for small entity status. In order to expedite the processing of your small entity certification form, it is recommended that a copy of the completed form be emailed to DEEP.LRMReg@ct.gov prior to payment of the annual fees.

Name and Address of Licensee (as it appears on the invoice)	Invoice Number	Business Telephone Number
	Contact Name	
Email Address	Company Website Address www.	Contact Telephone Number

SIZE STANDARDS
 (Check only 1 box below).

**MAXIMUM ANNUAL FEE
 PER LICENSED CATEGORY**
 (See Items 2 and 3 on back)

1. Small Business A for-profit concern that is not engaged in manufacturing with average GROSS receipts of \$8.0 million or less over its last 5 completed fiscal years. For further information see 1a and 1b of attached instructions.	☐ A. \$555,000 to \$8,000,000 ☐ B. Less than \$555,000	\$ 5,200 \$ 1,000
2. Manufacturing Industry A manufacturing concern with an average number of 500 or fewer employees based upon employment during each pay period for the preceding 12 calendar months. NAICS Business Code: (See 1b and 1e of attached instructions) _____	☐ A. 35 to 500 Employees ☐ B. Less than 35 Employees	\$ 5,200 \$ 1,000
3. Small Organization A not-for-profit organization that is independently owned and operated and has annual GROSS receipts of \$8.0 million or less. For further information see 1a and 1b of attached instructions.	☐ A. \$555,000 to \$8,000,000 ☐ B. Less than \$555,000	\$ 5,200 \$ 1,000
4. Small Governmental Jurisdiction (Including Publicly Supported Educational Institutions) A government of a city, country, town, township, village, school district, or special district with a population of less than 50,000. For further information see 1f of attached instructions.	☐ A. 20,000 to 49,999 population of jurisdiction ☐ B. Less than 20,000 population of jurisdiction	\$ 5,200 \$ 1,000
5. Small Educational Institution that is not State or Publicly Supported Only applicable to such small educational institutions if they have 500 or less employees. For further information see 1b and 1e of attached instructions.	☐ A. 35 to 500 Employees ☐ B. Less than 35 Employees	\$ 5,200 \$ 1,000

Affirmative Action, Equal Employment Opportunity and Americans with Disabilities

The Connecticut Department of Energy and Environmental Protection is an Affirmative Action/Equal Opportunity Employer that is committed to complying with the requirements of the Americans with Disabilities Act (ADA). Please contact us at (860) 418-5910 or deep.accommodations@ct.gov if you: have a disability and need a communication aid or service; have limited proficiency in English and may need information in another language; or if you wish to file an ADA or Title VI discrimination complaint.

CERTIFICATION OF SMALL ENTITY STATUS FOR THE PURPOSES OF ANNUAL FEESIf you have QUESTIONS, email to: DEEP.LRMReg@ct.gov**Applicant Certification**

The applicant *and* the individual(s) responsible for actually preparing the application must sign this part. An application will be considered incomplete unless all required signatures are provided. An electronic signature is acceptable pursuant to CGS Section 1-272. By their signature, they certify that to the best of their knowledge and belief, the information contained in the application, including all attachments, is true, accurate and complete.

[If the applicant is the preparer, please mark N/A in the spaces provided for the preparer.]

"I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify that based on reasonable investigation, including my inquiry of the individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief.

I understand that a false statement in the submitted information may be punishable as a criminal offense, in accordance with the provisions of section 22a-6, section 53a-157b and section 22a-158c of the Connecticut General Statutes, and in accordance with any other applicable statute.

I certify that this application is on complete and accurate forms as prescribed by the commissioner without alteration of the text.

By entering my name below, I agree that I am providing my legal signature, and am legally bound by the certifications above."

Signature of Applicant

Date

Printed Name of Applicant

Title (if applicable)

Signature of Preparer (if different than above)

Date

Printed Name of Preparer

Title (if applicable)



Check here if additional signatures are required. If so, please reproduce this sheet and attach signed copies to this sheet. You must include signatures of any person preparing any report or parts thereof required in this application (i.e., professional engineers, surveyors, soil scientists, consultants, etc.)

Note: Please submit this completed Application Form and all Supporting Documents to:

RADIOACTIVE MATERIALS PROGRAM
RADIATION DIVISION
DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION
79 ELM STREET
HARTFORD, CT 06106-5127

Please submit an executed electronic copy of this completed form to DEEP.LRMReg@ct.gov

CERTIFICATION OF SMALL ENTITY STATUS FOR THE PURPOSES OF ANNUAL FEES

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IMPORTANT INSTRUCTIONS FOR DEEP FORM 526 -- PLEASE READ CAREFULLY
DO NOT COMPLETE OR RETURN THIS FORM IF YOU DO NOT QUALIFY AS A SMALL ENTITY

A licensee who qualifies as a small entity under a specific size standard established by DEEP may pay a reduced annual fee by filing the required certification on DEEP Form 526, which is on the reverse side of this page. A separate DEEP Form 526 is required for each invoice. Licensees who do not qualify under one of the 5 size standards shown on DEEP Form 526 should disregard this form.

1. Complete all items on DEEP Form 526 as follows: **(NOTE: Incomplete or improperly completed forms will be returned as unacceptable.)**

- Enter the licensee's name and address exactly as they appear on the license. Correcting the name and/or address on DEEP Form 526 does not constitute a request to amend the license.
- Enter the invoice number exactly as it appears on the invoice.
- Enter the company's business telephone number.
- Enter the contact person's name and e-mail address. Enter the company's website address (if applicable), and the contact person's telephone number.
- Check the appropriate size standard under which the licensee qualifies as a small entity. Check one box only. Note the following:
 - a. A licensee that is a subsidiary of a large entity, including foreign entities, does not qualify as a small entity. The calculation of a firm's size must include the employees or receipts of the parent company and all other affiliates. Affiliation with another concern is based on the power to control whether exercised or not. Such factors as common ownership, common management and identity of interest are indications of affiliation. The affiliated business concerns need not be in the line of business listed in the license.
 - b. Gross annual receipts, as used in the size standards, include all revenue received or accrued by your company from all sources, regardless of the form of the revenue, and not solely receipts from licensed activities. Receipts of a for-profit concern not engaged in manufacturing means average gross receipts over its last five completed fiscal years.
 - c. The size standards apply to the licensee, not to the individual authorized users who may be listed in the license.

**CERTIFICATION OF SMALL ENTITY STATUS FOR THE PURPOSES OF ANNUAL FEES
IMPOSED UNDER 10 CFR PART 171 (Effective April 1, 2024) (Continued)**

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- d. If you are a manufacturer, enter your North American Industry Classification System business code in the narrow, elongated box provided for that purpose under MANUFACTURING INDUSTRY on DEEP Form 526. In accordance with the North American Industry Classification System (NAICS), each business is assigned a NAICS business code. If you do not know your NAICS business code it can be obtained on the internet at www.census.gov.
 - e. As used in DEEP Form 526, "educational institution" means an entity that has education as its primary function; that offers programs accredited by a nationally recognized accrediting agency or association; that is legally authorized to provide a program of organized instruction or study; that provides an educational program for which it awards academic degrees; and that makes its educational programs available to the public.
2. If the invoice amount is less than the reduced small entity annual fee shown on this form, pay the amount on the invoice; there is no further reduction. In this case, do not file DEEP Form 526. However, if the invoice amount is greater than the reduced small entity annual fee, file DEEP Form 526 and pay the amount applicable to the size standard you checked on the form.
3. The completed DEEP Form 526 must be submitted with the required annual fee payment.
4. A licensee must submit a new certification with its annual fee payment each year. A licensee must pay the full amount of the invoice, if the licensee fails to submit DEEP Form 526 at the time the annual fee is paid.