



**Maricopa County Air Quality Department**

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# **Completing a Tanker Truck Certification (Vapor Decal) through the Dust and Miscellaneous Portal**

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**How to Submit a Test Notification and Decal Application**

**Maricopa County Air Quality Department**

**January 2021**

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## Navigating to the Tanker Truck Certification (Vapor Decal) Screen

Begin by accessing the [Dust and Miscellaneous Portal](#). After reviewing the disclaimer, select **Agree**.


**Maricopa County Air Quality Department Public Online Portal Disclaimer:**

Improper or incorrect use of this tool may cause unexpected or inaccurate results. Although every attempt is made to ensure that the information contained in the database is accurate, the Maricopa County Air Quality Department (MCAQD) is not responsible for any loss, consequence, or damage resulting directly or indirectly from reliance on the accuracy, reliability, or timeliness of the information that is contained in this database. Users assume the entire risk of using the data contained in IMPACT. MCAQD is providing this data "as is;" and no warranty expressed or implied is made, including (without limitation) any implied warranties of merchantability or fitness for a particular purpose. In no event will MCAQD be liable to any user or third party for any direct, indirect, incidental, consequential, special, or exemplary damages or lost profit resulting from any use or misuse of this data.



After logging in to your account, select **Tanker Truck Certification (Vapor Decal)** at the top or the bottom of the page.

**Maricopa County Air Quality Department**

 [Login](#) [Register](#)

Version 13.0 | Build ID: 26.1.0

[Home](#) | [Dust Control](#) | [Open Burn](#) | [Subcontractor Registration](#) | [Tanker Truck Certification \(Vapor Decal\)](#)

**About**

[Home](#) >

Welcome to the Maricopa County Air Quality Department's online portal for dust and miscellaneous permit applications. To complete an application, you must first create an account by clicking on the "Register" link at the bottom or upper right-hand portion of this page. Always use Google Chrome as your web browser when accessing this site.

The online portal can be used to:

- Apply for or renew a subcontractor (SC) registration.** If your company is engaged in dust-generating operations on a site, but you are not the general contractor or permit holder for that site, you must obtain an SC registration. SC registrations are valid for one year and may be renewed. Previous SC registrations were issued with an SC number, while new applicants will be issued a company number beginning with CMP. Either number is acceptable for recordkeeping purposes or to display on your vehicle(s). Visit [www.maricopa.gov/1823](http://www.maricopa.gov/1823) for additional information and resources.
- Apply for or modify a dust control permit application.** If you will be engaging in a project that will disturb 0.1 acre or more of land, you must apply for a dust control permit. These permits are valid for one year and are site-specific. Often, these permits are held by the general contractor. Visit [www.maricopa.gov/5560](http://www.maricopa.gov/5560) for additional information and resources.
- Apply for an open burn permit.** To reduce particulate matter air pollution, all types of outdoor fires are prohibited in Maricopa County, except for fires that are specifically allowed by Rule 314 through a burn permit. Visit [www.maricopa.gov/1925](http://www.maricopa.gov/1925) for additional information and resources.
- Apply for a vapor recovery certification.** All gasoline delivery vessels that deliver product in Maricopa County must be designed and maintained to be vapor tight and leak free. To comply with this requirement, a gasoline delivery vessel must pass the Maricopa County Pressure Test before delivering or unloading gasoline and must pass the test each year thereafter. Visit [www.maricopa.gov/1783](http://www.maricopa.gov/1783) for additional information and resources.

Without logging in, you can search for and view applications, permits, and registrations.

**Please note that an online payment and submittal does not guarantee the automatic issuance of a permit, as the application is subject to review and approval.**

[Home](#) | [Dust Control](#) | [Open Burn](#) | [Subcontractor Registration](#) | [Tanker Truck Certification \(Vapor Decal\)](#) | [Login](#) | [Register](#)

On the top navigation bar, select **My Vapor Tightness Records**.

Version 13.0 | Build ID: 28.1.0  
Welcome Scott Tallini  
Last Login: 01/07/2021 08:52 AM

Home | Dust Control | Open Burn | Subcontractor Registration | **Tanker Truck Certification (Vapor Decal)** | Invoices

Vapor Tightness Record Search | **My Vapor Tightness Records** | Vapor Tightness Record Detail

Tanker Truck Certification (Vapor Decal) >

### Vapor Tightness Record Search

**Search Criteria**

Record Number:  VIN:  To:   
Record Status:  Date Field:  From:   
Record Type:  Search will return results inclusive of this date.

Record Status dropdown: Expired, Processed, Rejected, Submitted, Void

Record Type dropdown: Decal Application, Decal Replacement, Test Notification

Submit Reset

Home | Dust Control | Open Burn | Subcontractor Registration | **Tanker Truck Certification (Vapor Decal)** | Invoices | Profile | Logout

Next, select **New Vapor Tightness Record** from under the Draft Vapor Tightness Records.

Maricopa County Air Quality Department

IMPACT

Version 12.0 | Build ID: 25.29.0  
Welcome Scott Tallini

Home | Dust Control | Open Burn | Subcontractor Registration | **Vapor Tightness** | Invoices

Vapor Tightness Record Search | **My Vapor Tightness Records** | Vapor Tightness Record Detail

Vapor Tightness >

### My Vapor Tightness Records

**Draft Vapor Tightness Records**

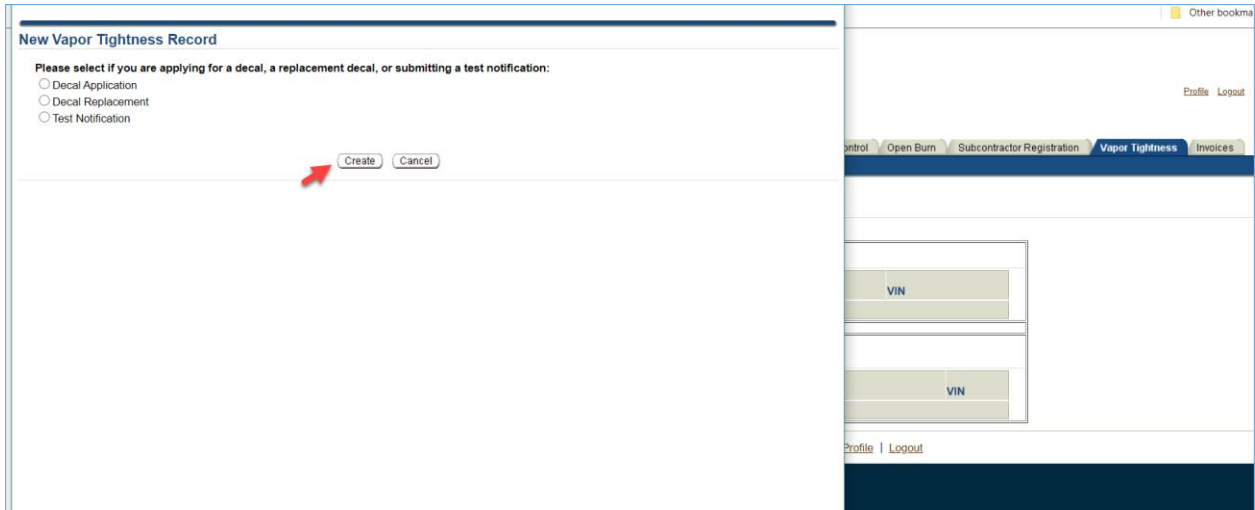
Record ID	Status	Record Type	Created Date	VIN
New Vapor Tightness Record Printable view Export to excel				

**Submitted Vapor Tightness Records**

Record ID	Status	Record Type	Created Date	Submitted Time	VIN
Printable view Export to excel					

Home | Dust Control | Open Burn | Subcontractor Registration | **Vapor Tightness** | Invoices | Profile | Logout

A pop-up will appear, select the option you wish to complete and click **Create**.

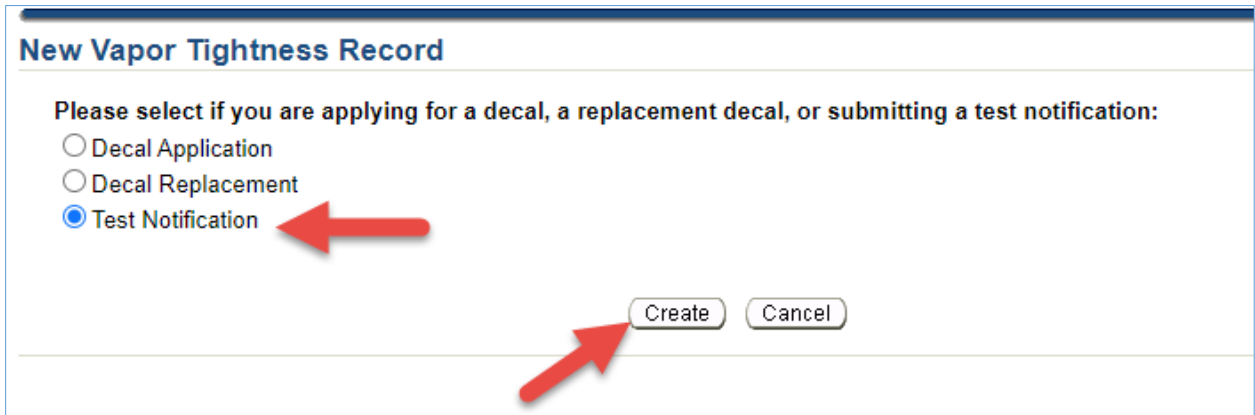


Proceed to steps below for a Test Notification.

[Proceed to page 8 for steps to complete a Decal Application.](#)

## Test Notification

Select the third option **Test Notification**, then select **Create**.



Complete all required fields in the Vapor Recovery Test Notification section. There are no required attachments for Test Notifications. When completed, select **Save**.

**Information**  
New record is created successfully.

**Vapor Tightness Record Detail**

Record Number: VAPOR000041      Status: Created      Submitted Date:  
Record Type: Test Notification      Created Date: 1/7/2021      Expiration Date:

**Vapor Recovery Test Notification**

\* Testing Company: Massey Truck and Tank  
\* Testing Company Email: trucktest@test.com  
Where would you like the confirmation to go?

\* Owner Name: Scott Tallini  
Owner of the tank:

\* Owner Contact Email: scott.tallini@maricopa.gov

\* Tank Size: 5000  
Gallons

\* Tank Type:  Tank Trailer  
 Tank Truck

\* Vehicle Identification Number (VIN): 12345678912345678

\* Unit Number: 123

\* Testing Date and Time: 01/12/2021 07:22 AM

January 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Test date can be no more than 3 days in the future (only weekdays).

**Attachments**

Attachment ID	Attachment Type	Description
<input type="button" value="Add"/> <input type="button" value="Printable view"/> <input type="button" value="Export to excel"/>		
<input type="button" value="Save"/> <input type="button" value="Cancel"/>		

You will receive a confirmation message at the top of the screen stating the Test Notification was saved successfully. Review your Test Notification for accuracy, scroll to the bottom and select **Validate**.

Vapor Tightness >

**Information**

Save was successful. If you are ready to submit, please first validate by clicking on the **Validate** button.

**Vapor Tightness Record Detail**

Record Number: VAPOR000041	Status: Created	Submitted Date:
Record Type: Test Notification	Created Date: 1/7/2021	Expiration Date:

**Vapor Recovery Test Notification**

Testing Company: Massey Truck and Tank  
Testing Company Email: trucktest@test.com  
Where would you like the confirmation to go?

Owner Name: Scott Tallini  
Owner of the tank:

Owner Contact Email: scott.tallini@maricopa.gov

Tank Size: 5,000  
Gallons

Tank Type: Tank Truck

Vehicle Identification Number (VIN): 12345678912345678

Unit Number: 123

Testing Date and Time: 01/12/2021 07:22 AM

**Attachments**

Attachment ID	Attachment Type	Description

Buttons: Add, Printable view, Export to excel, Edit, **Validate**, Delete, Download/Print

Home | Dust Control | Open Burn | Subcontractor Registration | **Vapor Tightness** | Invoices | Profile | Logout

You will receive a confirmation message stating that the validation was successful. Scroll to the bottom of the screen and select **Submit**.

Vapor Tightness >

**Information**

Validation was successful. If you are ready to submit, please click on the **Submit** button.

**Vapor Tightness Record Detail**

Record Number: VAPOR000041	Status: Created	Submitted Date:
Record Type: Test Notification	Created Date: 1/7/2021	Expiration Date:

**Vapor Recovery Test Notification**

Testing Company: Massey Truck and Tank  
Testing Company Email: trucktest@test.com  
Where would you like the confirmation to go?

Owner Name: Scott Tallini  
Owner of the tank:

Owner Contact Email: scott.tallini@maricopa.gov

Tank Size: 5,000  
Gallons

Tank Type: Tank Truck

Vehicle Identification Number (VIN): 12345678912345678

Unit Number: 123

Testing Date and Time: 01/12/2021 07:22 AM

**Attachments**

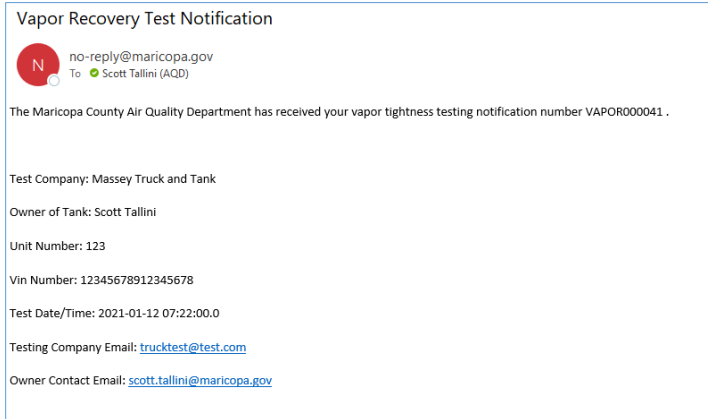
Attachment ID	Attachment Type	Description

Buttons: Add, Printable view, Export to excel, Edit, Validate, **Submit**, Delete, Download/Print

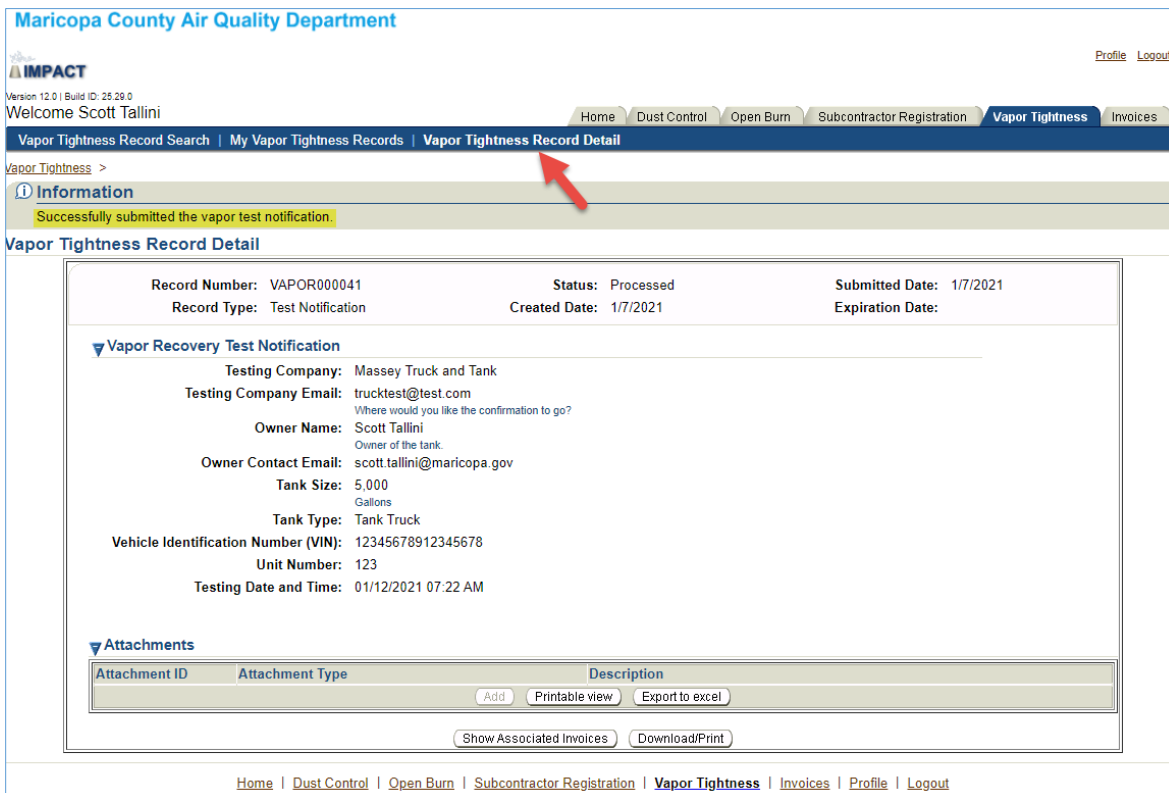
Select **Yes** to finalize your Test Notification. A confirmation email will be sent to the email address provided in your application.



### Sample Vapor Recovery Confirmation Email



To review your submitted Test Notification, select **Vapor Tightness Record Detail** at the top of the page.





## Decal Application

To submit a Decal Application, select **New Vapor Tightness Record** under the Draft Vapor Tightness Record section.

The screenshot shows the IMPACT web application interface. At the top, there is a navigation bar with links for Home, Dust Control, Open Burn, Subcontractor Registration, Vapor Tightness, and Invoices. Below this, a breadcrumb trail reads: Vapor Tightness Record Search | My Vapor Tightness Records | Vapor Tightness Record Detail. The main content area is titled 'My Vapor Tightness Records' and contains two sections: 'Draft Vapor Tightness Records' and 'Submitted Vapor Tightness Records'. In the 'Draft' section, a table has one row with columns for Record ID, Status, Record Type, Created Date, and VIN. A red arrow points to a 'New Vapor Tightness Record' button located below the table. The 'Submitted' section contains a table with one row showing a record with ID 'VAPOR000041', Status 'Processed', Record Type 'Test Notification', Created Date '2021/01/07', Submitted Time '2021/01/07 07:32', and VIN '12345678912345678'. A footer at the bottom of the page contains additional navigation links: Home | Dust Control | Open Burn | Subcontractor Registration | Vapor Tightness | Invoices | Profile | Logout.

A pop-up screen will appear. Select **Decal Application** and then **Create**.

The screenshot shows a pop-up window titled 'New Vapor Tightness Record'. The text inside reads: 'Please select if you are applying for a decal, a replacement decal, or submitting a test notification:'. Below this text are three radio button options: 'Decal Application' (which is selected and has a red arrow pointing to it), 'Decal Replacement', and 'Test Notification'. At the bottom of the window, there are two buttons: 'Create' and 'Cancel'. A second red arrow points to the 'Create' button.

Complete all required fields in the Vapor Recovery Test Notification section. A Vapor Tightness Checklist is a required attachment in order to submit the Decal Application, which may be submitted at the bottom of the screen under Attachments. Select **Add** to upload the appropriate file.

Vapor Tightness Record Detail

Record Number: VAFOR000064      Status: Created      Submitted Date:  
 Record Type: Decal Application      Created Date: 1/14/2021      Expiration Date:

**▼ Certification Type and Fee**  
 Type: Maricopa County Vapor Tightness Certification: Annual Decal  
 Fee: \$280.00  
The application fee is based on current date and the fee activity type. Fee schedule used: 2021 Fee Schedule (Effective Date: 01/01/2021)

**▼ Applicant Information**  
 \* Owner Name:   
 \* Address 1:   
 Address 2:   
Optional  
 \* City:   
 \* State: Arizona   
 \* Zip Code:   
 \* Phone No.:   
 \* Email:   
 Your decal will be mailed to the Applicant Information Address unless you check the box below.  
 Do not mail decal, hold for pick up:

**▼ Tank Description**  
 \* Tank Type:  Tank Trailer  
 Tank Truck  
 \* Vehicle Identification Number (VIN):   
 \* Unit Number:   
 \* Tank Capacity:   
Gallons

**▼ Annual Cargo Tank Testing and Test Certification (EPA TEST METHOD 27)**  
**IMPORTANT: BEFORE TESTING IN MARICOPA COUNTY NOTIFY THE MARICOPA COUNTY AIR QUALITY DEPARTMENT.**  
 \* Testing Date and Time:   

January 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

 Scheduled Test #:   
 \* Was the testing done in Maricopa county?:  Yes  
 No  
 \* Testing Company:   
 \* Address 1:   
 Address 2:   
Optional  
 \* City:   
 \* State:   
 \* Zip Code:   
 \* Email:


Pressure test @ 18 Inches. Pressure change in 5 minutes: (not to exceed 1 Inch)  
 \* Run 1:   
 \* Run 2:

Vapor Valve Loss Test @ 18 Inches pressure change in 5 minutes: (not to exceed 5 Inches)  
 \* Run 1:

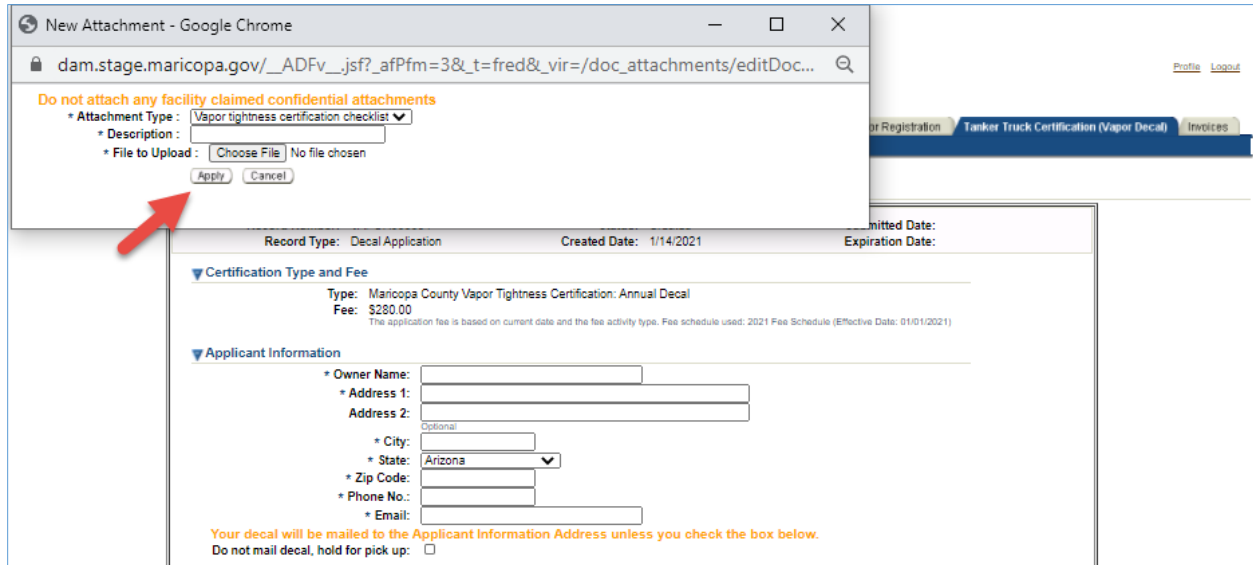
Vacuum Test @ 6 Inches. Vacuum change in 5 minutes: (not to exceed 1 Inch)  
 \* Run 1:   
 \* Run 2:

**▼ Attachments**  
 Required Attachment: Vapor tightness certification checkli  

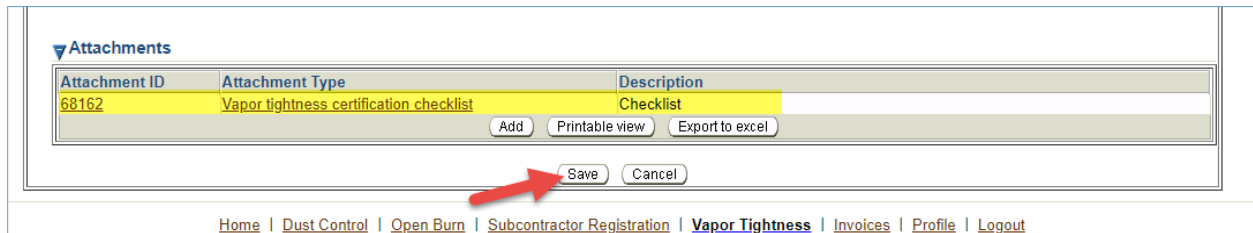
Attachment ID	Attachment Type	Description
<input type="button" value="Add"/> <input type="button" value="Printable view"/> <input type="button" value="Export to excel"/>		



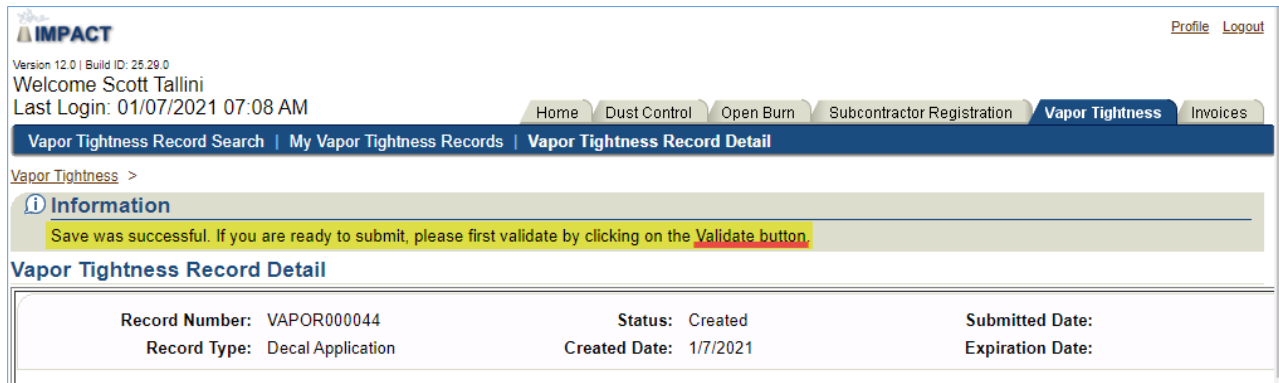
Under Description, enter “Checklist” and upload the document. Select **Apply** to continue.



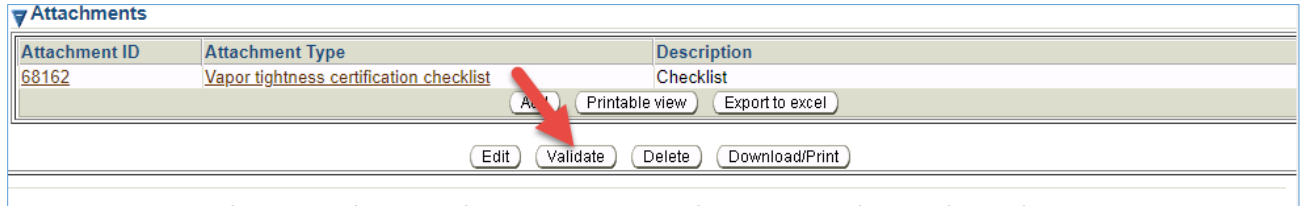
The attachment has now been added under Attachments; select **Save**.



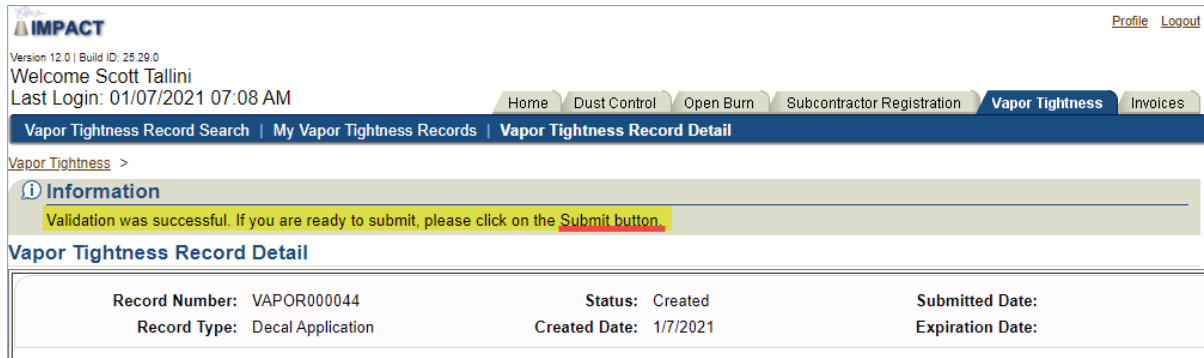
You will receive a confirmation message at the top of the screen indicating the application was saved successfully.



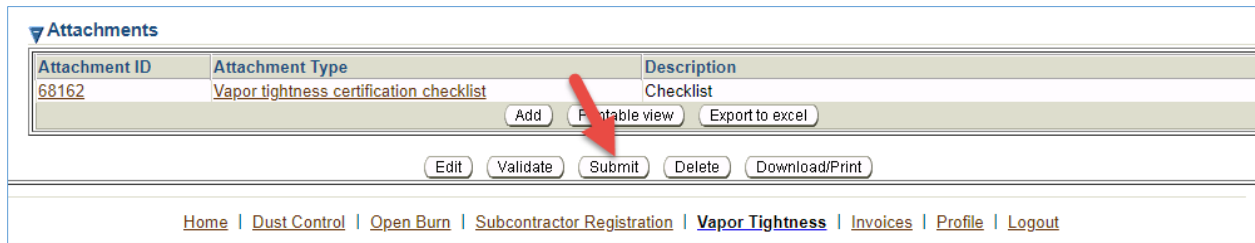
Review your application for accuracy, scroll to the bottom of the screen, and select **Validate**.



You will receive confirmation message at the top of the screen indicating the validation was successful.

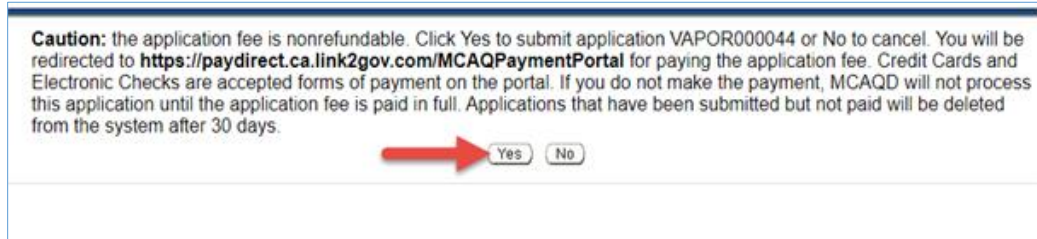


Finally, to submit the application, scroll to the bottom of the screen and select **Submit**.

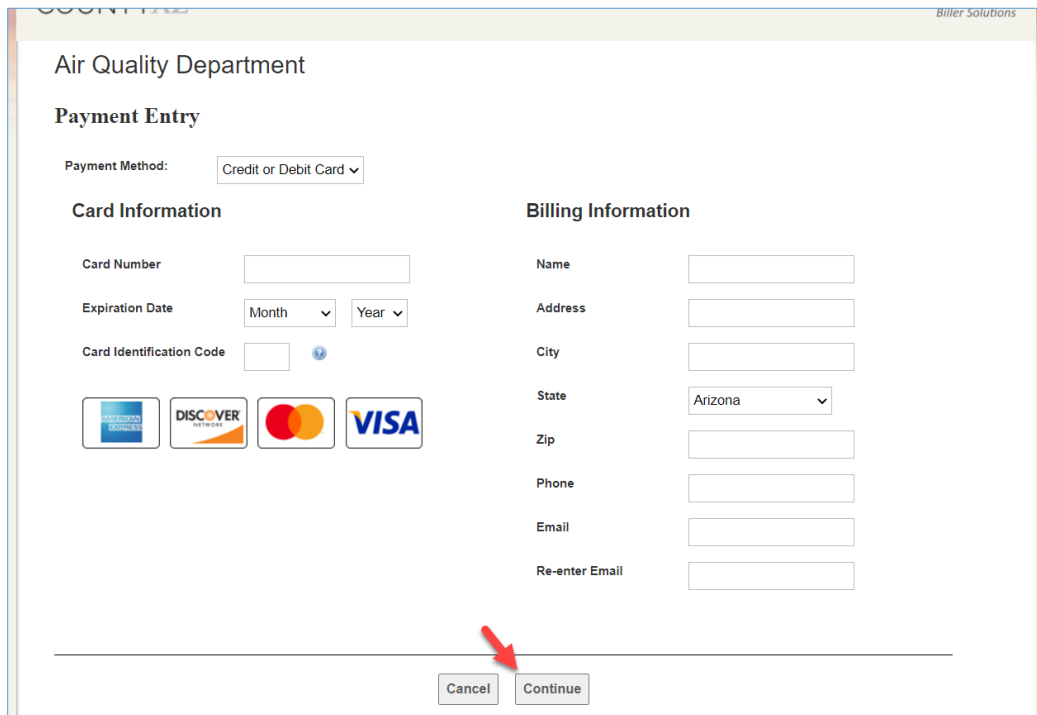


## Decal Application Payment

A pop-up screen will appear describing the payment process. Applications submitted but not paid for within 30 days will be deleted. Select **Yes** to proceed to the payment portal.



Enter your payment information and select **Continue** to proceed.



A screenshot of the "Payment Entry" form for the Air Quality Department. The form is titled "Payment Entry" and includes a "Payment Method" dropdown menu set to "Credit or Debit Card". Below this are two columns of input fields: "Card Information" and "Billing Information". The "Card Information" section includes fields for "Card Number", "Expiration Date" (with "Month" and "Year" dropdowns), and "Card Identification Code". Below these fields are logos for American Express, Discover, Mastercard, and Visa. The "Billing Information" section includes fields for "Name", "Address", "City", "State" (set to "Arizona"), "Zip", "Phone", "Email", and "Re-enter Email". At the bottom of the form are "Cancel" and "Continue" buttons. A red arrow points to the "Continue" button.

Review the information entered and select **Process Payment**.

MARICOPA COUNTY AZ FIS Billing Solutions

Air Quality Department

Payment Review

Invoice ID: IV011870  
Facility Name:  
Company Name:

Charge Type	Charge Description	Payment Amount
SCRFF	Subcontractor registration application fee	\$50.00
		Payment Amount: \$50.00

Card Information

Card Number \*5454  
Expiration Date 12/20  
Payment Type

Billing Information

Name Will  
Country US  
Address 3800 N Central Ave  
City Phoenix  
State AZ  
Zip 85012  
Phone (602) 508-8010  
Email william.adrian@maricopa.gov

Go Back/Edit Cancel Process Payment

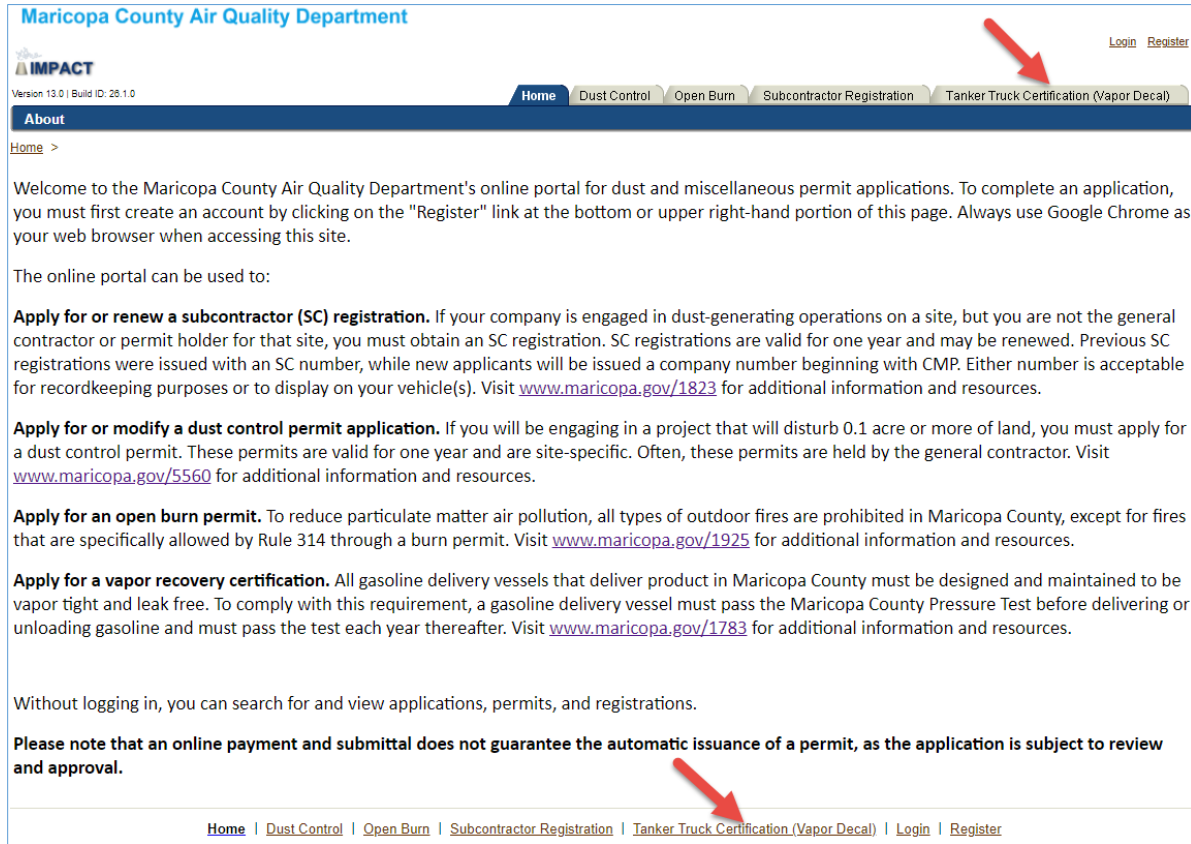
A confirmation email will be sent to the email address provided on the payment screen. Once the payment is processed, you will be redirected to the disclaimer screen. Select **Agree**.

**Maricopa County Air Quality Department Public Online Portal Disclaimer:**

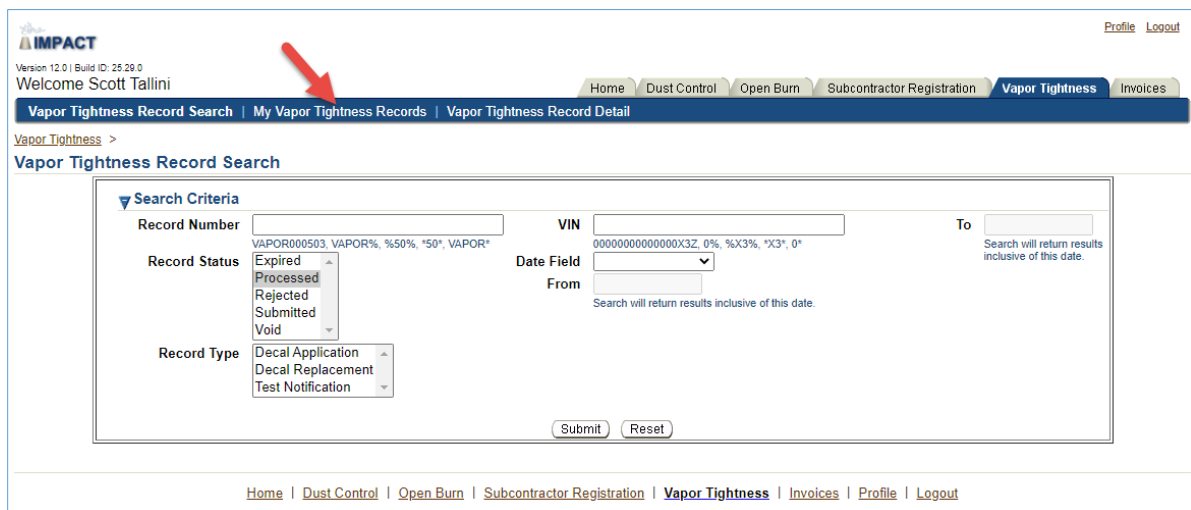
**Improper or incorrect use of this tool may cause unexpected or inaccurate results. Although every attempt is made to ensure that the information contained in the database is accurate, the Maricopa County Air Quality Department (MCAQD) is not responsible for any loss, consequence, or damage resulting directly or indirectly from reliance on the accuracy, reliability, or timeliness of the information that is contained in this database. Users assume the entire risk of using the data contained in IMPACT. MCAQD is providing this data "as is;" and no warranty expressed or implied is made, including (without limitation) any implied warranties of merchantability or fitness for a particular purpose. In no event will MCAQD be liable to any user or third party for any direct, indirect, incidental, consequential, special, or exemplary damages or lost profit resulting from any use or misuse of this data.**

Agree

To view a submitted Decal Application, select **Tanker Truck Certification (Vapor Decal)** from the top or bottom of the page.



Select **My Vapor Tightness Records** on the top navigation bar.



If you have any questions, please contact the department at 602-506-6010 or [AQPermits@maricopa.gov](mailto:AQPermits@maricopa.gov).