



Saskatchewan  
Finance  
Revenue Division

2350 Albert Street  
Regina, Saskatchewan  
S4P 4A6

**Submit by Fax To: 306-787-0241**

## ALTERNATIVE FUEL MANUFACTURER

**Application for Registration** |  **Application for Licence**

(To be completed by persons wishing to produce, blend, import and/or sell Alternative Fuel Products)

### APPLICANT INFORMATION

Legal Name of Business (or Name of Individual)	Trade Name (If different from Business Name)	
Mailing Address	E-mail Address	
	Phone Number	(        ) _____ - _____
	Fax Number	(        ) _____ - _____
Contact Name	Type of Ownership: <input type="checkbox"/> Corporation <input type="checkbox"/> Proprietorship <input type="checkbox"/> Partnership Provide Details:	

### OTHER LICENCES OR REGISTRATIONS

<u>Provincial Sales Tax Number</u>	<u>Corporations Branch Registrant #</u>	<u>Federal Business Identification #</u>	
Please list licences held in other jurisdictions:  Attach a list if space provided in insufficient.	<u>Jurisdiction</u>	<u>Type of Licence</u>	<u>Licence Number</u>

### FINANCIAL INFORMATION (Please attach a copy of your most recent annual financial statements)

Value of Fixed Assets in Saskatchewan	Land	Buildings	Equipment	Inventory
	\$	\$	\$	\$

### FUEL SUPPLIERS (If Any) (Please list your current or proposed fuel suppliers, or attach a list if space below is insufficient)

Name:	Address:	Type of Product(s):
Name:	Address:	Type of Product(s):
Name:	Address:	Type of Product(s):

### Type(s) of Business Activities Planned (Please Check):

Manufacture Fuel For Own Use or Consumption   
  Manufacture Fuel for Distribution or Resale   
  Blending   
  Marking  
 Fuel Importation   
  In-Prov Dispositions (Exempt)   
  In-Prov Dispositions (Taxable)   
  Fuel Exportation   
  Other (Please Specify)



### MANUFACTURING, SALES and STORAGE INFORMATION

Please select the type or types of fuel products you intend to manufacture and/or sell AND indicate and the anticipated annual volumes below:

	Type of Product	Volume Produced (Litres Per Year)	Annual Sales (Litres Per Year)	Type(s) of Storage	Storage Capacity (Litres)
<input type="checkbox"/>	B-100 Biodiesel				
<input type="checkbox"/>	Ethanol				
<input type="checkbox"/>	Bio-Blended Diesel (Clear)				
<input type="checkbox"/>	Bio-Blended Diesel (Dyed)				
<input type="checkbox"/>	Ethanol Blended Gasoline				
<input type="checkbox"/>	Other: (Please specify)				

### TRANSPORTATION

Please select the distribution method(s) that will be used to transport your product:

- Customer Pick up    Delivered by Own Carrier    Delivered by Common Carrier

Note: If transporting fuel by third party or common carrier, please include the carrier information below:

Name of Carrier	Description of truck Storage	Capacity in Litres

### EXEMPT SALES REPORTING

Please indicate the method that will be used for daily reporting of exempt sales through AUFES:

- Report through the corporate head office of a Licensed Fuel Supplier
- Report directly to SK Finance through a secure data link
- Internet reporting using a connection to Department of Finance Secure Website
- Daily fax, or other (please describe): \_\_\_\_\_



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**Preferred Method for Receiving Permit Status Updates:**

- Through system connections arranged with my corporate head office  
 By downloadable file from a secure website – file provided by Department of Finance  
 Using Internet     Using Daily Fax     Using IVR (Note: Used to look up and check permit status only)

**CERTIFICATION**

I am an authorized signing officer of this business. I CERTIFY that to the best of my knowledge and belief, the information contained in this application is true and correct and that all relevant facts have been revealed. I understand that it is an offence to submit an application that is false in any material way.

Name (Please Print): \_\_\_\_\_

Signature \_\_\_\_\_ Title \_\_\_\_\_

Telephone (\_\_\_\_\_) \_\_\_\_\_ Date \_\_\_\_\_

Subsection 30 of The Fuel Tax Act, 2000 provides that the Minister may suspend or cancel a licence in certain situations including the failure to comply with The Fuel Tax Act, 2000 or the regulations.

***When completing this application, please refer to the attached guidelines.***



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**Other Important Information:**

The following guidelines for registration, licensing, and reporting are applicable to alternative fuel manufacturers:

**A. Annual Production does not exceed 10,000 litres per year**

- a. A Manufacturer's Licence is Not Required
- b. Security is not required
- c. Must register with Department of Finance by completing and returning a registration form
- d. Must annually report and self assess tax  
(Tax Reported using the Small Alternative Fuel Manufacturers – Annual Return)

**B. Annual Production is between 10,000 litres and 60,000 litres**

- a. A Manufacturer's Licence is required
- b. May choose from two reporting options:
  - i. Payment of \$5000 Security Amount and Annual Reporting Required
  - ii. No Security Deposit and Monthly Reporting Required

**C. Annual Production is greater than 60,000 litres per year.**

- a. A Manufacturer's Licence is required
- b. Security is required as a condition of licence  
Surety bond or LOC amount based on information provided and assessed risk
- c. Must report monthly using the Generic Fuel Tax Return

**For Additional Information, contact Saskatchewan Finance for Further Details at 787-7688**

**FOR OFFICE USE ONLY:                      Seller Type:**