



345 Carlingview Drive
 Toronto, Ontario
 M9W 6N9
 bpvqa@tssa.org

Request for Extension of Ontario Certificate of Authorization

Boilers and Pressure Vessels Safety

This application is for:

Company: _____
 (Company name as it appears on the Certificate)

Division: _____
 (Division, department, etc., as it appears on the Certificate)

Address: _____
 (Give full FACILITY address including unit numbers and postal code)

(Give full POSTAL address for mailing/billing including unit numbers and postal code, if different from above)

Certificate number(s): _____
 (Current certificate numbers)

(Certificate expiration date)

Length of extension required: 6 months _____

FEES

Service	Fee Type				Fee
Extension of Certificate of Authorization	Flat				638.50

If paying by credit card, amount in Box 2 to be entered in TSSA Service Prepayment Portal **2**

**All required fees must be prepaid for application to be processed.
 Fees are non-refundable. For payment options, see Payment Instructions**

Please provide the reason for extension:

Note:

A detailed letter containing the following information must accompany the application: **description of work to be completed, scheduled date of completion, confirmation that while working under a granted extension, the applicant will operate in accordance with the Quality Program which was in place and accepted by the TSSA Survey Team at the applicant's last review.**
 An extension will be granted for six months, with no further extension and will only cover work listed in the request.

This section must be completed by a company Officer or Designee

Name (print): _____	Email: _____
Title: _____	Phone: _____
Signature: _____	Mobile: _____
Date: _____	Fax: _____



Technical Standards and Safety Authority
 345 Carlingview Drive
 Toronto, Ontario M9W 6N9
 Customer Service: 1.877.682.8772
 Email: customerservices@tssa.org
 www.tssa.org

PAYMENT INSTRUCTIONS

TSSA use only	L #	CH #
WO # _____		

If paying by cheque, bank draft, money order or wire transfer, this form must accompany all applications submitted to TSSA. A separate payment form is required for each application. Please refer to our fee schedule posted on our website www.tssa.org. HST Registration No: 891131369.

Payment Options:

Credit Card - Click link below

[TSSA Service Prepayment Portal](https://forms.tssa.org/Payments/Service-Prepayment-Portal)

<https://forms.tssa.org/Payments/Service-Prepayment-Portal>

If paying by Cheque, Bank Draft, Money Order or Wire transfer complete the following and select payment method:

Name of Applicant/Organization:

Telephone No:

Email Address:

Cheque, Bank Draft or Money Order (payable to Technical Standards and Safety Authority)

Cheque/Bank Draft/Money Order #: _____

Mail payment along with a copy of your application to:

Attention: Accounts Receivable
 Technical Standards and Safety Authority
 345 Carlingview Drive
 Toronto, Ontario M9W 6N9

Wire Transfer

Pay to Bank: TD Canada Trust

Beneficiary: Technical Standards and Safety Authority

Swift: TDOMCATTOR

Account: 05200306317

Please add \$CDN 15.00 to your remittance for bank handling charges for wire transfers. Send a copy of your wire remittance by e-mail to areceivable@tssa.org along with a copy of your application.

If a copy of the application is not submitted with your payment, this will delay the processing of the application.

Dishonored Payments: A \$35 administration fee will apply for each returned item