



Technical Standards and Safety Authority
345 Carlingview Drive
Toronto, Ontario, M9W 6N9
Tel: 416.734.3300
Fax No: 416.234.9169
Customer Service: 1.877.682.8772
Email : operatingengineers@tssa.org
www.tssa.org

Application for Certificate of Registration of a Plant

Technical Standards and Safety Act
Operating Engineers Regulation

The undersigned user of the indicated plant hereby applies for:	☐ Certificate of Registration	Certificate of Reregistration
Select the Type of Plant Registration	Standard Rules	☐ Alternate Rules Path 1 ☐ Alternate Rules Path 2

Please refer to OE Plant Registration Fee Details on Page 2 of the application form:

Owner/Licensee Information:		Plant User Name Type		☐ Person	☐ Business
Plant User Name:		Corporation/Business Identification No: (if plant user is Business)			
Please provide Primary address in the fields provided below					
Street No:		Street Name:			Unit/Suite:
City/Town:		Province:	Postal Code:	Email:	
Primary Phone: ☐ Mobile ☐ Business ☐ Home					Fax No:
Primary Contact Information					
Name of Contact:				Email:	
Primary Phone: ☐ Mobile ☐ Business ☐ Home					Fax No:
If your mailing address is different from your primary address, please complete this section					
Street No:		Street Name:			Unit/Suite:
City/Town:		Province:	Postal Code:	Email:	
Invoicing Option: ☐ Mail ☐ Email					

Plant Information					
Please provide complete Plant location in the fields provided below					
Street No:		Street Name:			Unit/Suite:
City/Town:		Province:	Postal/Zip Code:	Email:	
Bus. Telephone No:			Fax No:		
Plant Known As:			Plant Type Classification:		
Plant Registration Number:		Plant Function:			
Guarded Control: ☐ Yes ☐ No		Guarded Control Tested Date:			
Additional Pre-Requisites					
☐ Please attach Plant Equipment List (Link for Plant Equipment List)					
☐ Please attach Risk Safety Mgt Plan (required for Path 2)					

You are required by law to notify TSSA of any change of information. The information is collected under the authority of Ontario's Technical Standards and Safety Act.

Declaration: I have read the Act under which I am applying for Plant Registration and understand my duties and obligations, as they apply to me and my employees. I certify that the information I have provided in this application is true.

Applicant Name:	Applicant's Title:
Applicant's Signature	Date :



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Please provide Plant User Name (must match page 1): _____

PLEASE COMPLETE FOR PAYMENTS:

FEES (HST Registration No: 891131369)

Select	Service	Fee Type	Review	Registration	HST on Review	Total (Including HST)	Total Fees Due
	Certificate of Registration of a Plant						
	Standard Initial Review (includes up to 2.75 hours)	Minimum*	\$ 702.00	\$ 178.00	\$ 91.26	\$ 971.26	
	If applying for Alternate Rules, select one of the following in addition to the Standard (Initial Review)						
	ALTERNATE RULES - PATH 1 (per plant) Review (includes up to 8.5 hours)	Minimum*	\$ 1,822.00		\$ 236.86	\$ 2,058.86	
	ALTERNATE RULES - PATH 2 (per plant) RSMP review - Initial (includes up to 30 hours)	Minimum*	\$ 6,522.00		\$ 847.86	\$ 7,369.86	
	Certificate of Re-Registration of a Plant						
	Standard Review (includes up to 2.75 hours)	Minimum*	\$ 702.00	\$ 191.00	\$ 91.26	\$ 984.26	
	If applying for Alternate Rules, select one of the following in addition to the Standard (Review) above						
	ALTERNATE RULES - PATH 1 (per plant) Review (includes up to 8.5 hours)	Minimum*	\$ 1,822.00		\$ 236.86	\$ 2,058.86	
	ALTERNATE RULES - PATH 2 (per plant) RSMP review - Initial (includes up to 30 hours)	Minimum*	\$ 6,522.00		\$ 847.86	\$ 7,369.86	

Total Fees Due					
	1	2			

If paying by credit card, amounts in Boxes 1 and 2 to be entered in TSSA Service Prepayment Portal

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

*All minimum fees include specified hours. Excess time above the specified included hours will be billed in 1/4 hour increments at the applicable hourly labour rate based on TSSA's posted fee schedule.



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PAYMENT INSTRUCTIONS

TSSA use only WO # _____	L # _____ CH # _____
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If paying by cheque, bank draft, money order, 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>

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

Name of Applicant/Organization:

Telephone No:

Email Address:

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

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