

HOW TO SEARCH FOR AN RN

If you do not know the RN number of the business or company for which you are searching, click on the **“Search for RN by Number or Name”** link to the right of the RN box and follow the instructions below:

1. After clicking on the link, you will be taken to the Central Registry Regulated Entity search page, which has opened in a new tab separate from your records request. The page looks like this:

Central Registry Query - Regulated Entity Search

Search for a person, organization, place, or thing that is of environmental interest to the TCEQ, where regulatory activities or interest to us occur or have occurred in the past.

Regulated Entity Search

Option 1: Enter a Regulated Entity Reference Number (RN):

RN Number : (9 digits or RN + 9 digits)

Option 2: Complete one or more of these fields:

Regulated Entity: (Name or part of name 2-40 characters.)

Program: (Select a regulatory program if desired)

Program ID: (Permit, registration, or other program identifier.)

ID Status: (ID status, only used if program or ID entered.)

Street Address : (3-35 characters.)

City: (Enter complete or partial city name, 3-30 characters.)

ZIP Code: (Must be numeric and 5 digits.)

County:

2. Put in the name and address of the business or company for which you are searching (include as much of these two pieces of information as possible), and hit search. We used the **Chevron on 14815 Dessau RD, Pflugerville, TX, 78660** as an example. The page should now be filled in like so:

Central Registry Query - Regulated Entity Search

Search for a person, organization, place, or thing that is of environmental interest to the TCEQ, where regulatory activities or interest to us occur or have occurred in the past.

Regulated Entity Search

Option 1: Enter a Regulated Entity Reference Number (RN):

RN Number : (9 digits or RN + 9 digits)

Option 2: Complete one or more of these fields:

Regulated Entity: CHEVRON (Name or part of name 2-40 characters.)

Program: (Select a regulatory program if desired)

Program ID: (Permit, registration, or other program identifier.)

ID Status: (ID status, only used if program or ID entered.)

Street Address : 14815 DESSAU RD (3-35 characters.)

City: PFLUGERVILLE (Enter complete or partial city name, 3-30 characters.)

ZIP Code: 78660 (Must be numeric and 5 digits.)

County: TRAVIS

Here you put the name of the business (Chevron.)

In these boxes we put in the address, city, zip code and county where appropriate.

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3. After hitting “Search,” the system should find information on the business for which you searched. We got these results for the Chevron search:

Central Registry Query - Regulated Entity

Regulated Entity Information

RN Number: RN107300923

Name: BUTTERCUP CHEVRON [View Prior Names](#)

Primary Business: No primary business description on file.

Street Address: 14815 DESSAU RD, PFLUGERVILLE TX 78660

County: TRAVIS

Nearest City: No near city on file.

State: TX

Near ZIP Code: 78660

Physical Location: No physical location description on file.

Affiliated Customers - Current

Your Search Returned **2** Current Affiliation Records ([View Affiliation](#))

1-2 of 2 Records

CN Number	Customer Name	Customer Role	Details
CN604585802	DESSAU ROAD LLC	OWNER	
CN604743096	BUTTERCUP INVESTMENTS INC	OPERATOR	

Industry Type Codes

Code	Classification	Name
No NAICS or SIC Codes on file.		

Here is the RN number we were looking for.

We know this is the Chevron we were looking for because this page has the correct address

4. Copy and paste the **RN number** for your business from the **top of the Central Registry Query page** back onto page 2 (or page 1, depending on the order of the request) of the original records request. Remember, the **original records request page is in a separate tab** from the one in which we have just been working.
5. Continue on with the records request.