

Jon Niermann, *Chairman*  
Emily Lindley, *Commissioner*  
Bobby Janecka, *Commissioner*  
Erin E. Chancellor, *Interim Executive Director*



## TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

*Protecting Texas by Reducing and Preventing Pollution*

April 3, 2023

CONTACT  
ORGANIZATION  
ADDRESS  
CITY, STATE XXXXX-XXXX

**Subject:** Notice of Fee Requirements Related to Annual Air Emissions and Inspection Fees  
SITE  
Regulated Entity Reference Number RNXXXXXXXXXX, Air Account No. XXXXXXXX

Dear CONTACT or Air Fees Contact:

The Texas Commission on Environmental Quality (TCEQ) is requesting that you submit a completed Fiscal Year (FY) 2024 Air Emissions/Inspection Fee Basis Form. Agency records indicate that your company owns or operates an account (site) that may be required to pay either the air inspection fee per 30 Texas Administrative Code (TAC) §101.24 or the air emissions fee per 30 TAC §101.27.

If a site will be active for any portion of FY 2024 (September 1, 2023, through August 31, 2024), then one or both fees may apply. If both fees are applicable to a site, the TCEQ will assess the higher of these two fees. The inspection fee applies to sites operating under one of the listed standard industrial classification codes in 30 TAC §101.24; the emissions fee applies to sites subject to Title V permitting requirements.

As previously mentioned, the TCEQ has transitioned to an electronic Air Emissions/Inspection Fee Basis Form. Please complete and submit the attached fee basis form to [Airfees@tceq.texas.gov](mailto:Airfees@tceq.texas.gov). Save a copy of the completed fee form for your records.

Using the information reported in the fee form, the TCEQ will determine the applicable FY 2024 fee amount and will send the fee invoice beginning October 2023.<sup>1</sup>

Per 30 TAC §101.24 and §101.27, the completed TCEQ air emissions/inspection fee basis form is due within **60 days** from the date of this email. The official version of 30 TAC §101.24 and §101.27 is available at the [Secretary of State's](https://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=5&ti=30&pt=1&ch=101&sch=A&rl=Y) website ([https://texreg.sos.state.tx.us/public/readtac\\$ext.ViewTAC?tac\\_view=5&ti=30&pt=1&ch=101&sch=A&rl=Y](https://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=5&ti=30&pt=1&ch=101&sch=A&rl=Y)). If the site is no longer operating or has been sold, submit a completed fee basis form to notify the program area of the change.

CONTACT  
Page 2  
April 3, 2023

Failure to respond to this request by the due date may result in TCEQ enforcement actions. To avoid TCEQ enforcement actions, the completed air emissions/inspection fee basis form must be received by the TCEQ on or before the specified due date.

Additional information for completing the Air Emissions/Inspection Fee Basis Form is available at the [Annual Air Emissions and Inspection Fee](https://www.tceq.texas.gov/airquality/point-source-ei/air-fees.html) webpage (<https://www.tceq.texas.gov/airquality/point-source-ei/air-fees.html>). A Frequently Asked Questions document and Instructions document have been added to our webpage to assist in completing the form.

If you have any questions, please do not hesitate to contact the fees program at [Airfees@tceq.texas.gov](mailto:Airfees@tceq.texas.gov) or at 512-239-2553.

Sincerely,



Danielle Nesvacil, Manager  
Emissions Assessment Section  
Air Quality Division

DN/MEF/skh

Attachment: FY 2024 Air Emissions/Inspection Fee Basis Form