



**El Dorado County Air Quality Management District**

**330 Fair Lane, Placerville, CA 95667**

**Phone: (530) 621-7501 Fax: (530) 295-2774**

**Coating Operations Instructions For Completing  
2025 Calendar Year THROUGHPUT/PRODUCTION**

**Reports are due by April 1, 2026**

Ensure that the reported usage corresponds to the correct permit number. Make sure to specify the permit number(s) on each report. For Coating Operations, you may use this form to report both VOC from the paint booth and gas usage for the booth heater. The form must be completed each calendar year whether the permitted equipment is used or not. This information is necessary to track emission inventory within the District.

Report your ACTUAL usage, not your maximum throughput limit(s) listed on the permit. Email the completed report **on page 2** to [aqmd@edcgov.us](mailto:aqmd@edcgov.us) to receive a confirmation of receipt. We also accept faxes at (530) 295-2774, mail or hand delivery.

1. **REPORT YEAR** - Print the report year, for example, 2025 is the report year for the 2026 submittal.
2. **COMPANY NAME** - Print the complete name of the company. The company name placed on the Throughput Report must match the company name listed on the permit.
3. **SITE ADDRESS** - Print the street address where the equipment is located.
4. **PERMIT TO OPERATE #** - You can find this number located on the first page of the permit. The number will look like Permit to Operate # XX-XXXX. If also entering heater throughput, you may enter multiple permit numbers here (e.g. 12-XXXX / 06-XXXX).
5. **PROCESS DESCRIPTION** - Print the process description as listed on the first page of the permit (e.g., automotive refinishing, woodwork finishing etc.).
6. **RESPONSIBLE PERSON** - Print the name of the person responsible for the permitted operation.
7. **TITLE** - Print the title of the responsible person listed.
8. **E-MAIL ADDRESS** - Print the e-mail address of the responsible person listed.
9. **PHONE NUMBER** - Print the area code and phone number of the responsible person listed.
10. **ACTUAL PERMITTED PROCESS THROUGHPUT** - Report the **ACTUAL** VOCs from coatings, cleanup, and surface prep. If the permit has quarterly limits, the actual quarterly usage must be reported. If a facility uses a computer to measure coatings and VOCs emitted, we have included a separate section to calculate the VOCs emitted from products that do not pass through the computer.
11. **FUEL USAGE** - If a facility has **permitted** heaters/ovens, report the total fuel usage of propane or natural gas fuel.

Please contact Cory Gutierrez, Air Quality Engineer, at (530) 621-7571 or email: [cory.gutierrez@edcgov.us](mailto:cory.gutierrez@edcgov.us) for general questions.

**1. Report Year:****El Dorado County Air Quality Management District****330 Fair Ln, Placerville, CA 95667****Phone: (530) 621-7501 Fax: (530) 295-2774****CALENDAR YEAR THROUGHPUT/PRODUCTION REPORT COATING OPERATION****2. COMPANY NAME LISTED ON PERMIT:****3. SITE ADDRESS:****4. PERMIT to OPERATE #:****5. PROCESS DESCRIPTION:****6. RESPONSIBLE PERSON'S NAME: (print)****7. TITLE:****8. E-MAIL ADDRESS:****9. PHONE NUMBER:****10. Actual Permitted Process Usage:**

Type	1st Qtr (Jan-Mar)	Units	2nd Qtr (Apr-Jun)	Units	3rd Qtr (Jul-Sep)	Units	4th Qtr (Oct-Dec)	Units	Total Annual Product*	Units
Coating VOCs		lbs		lbs		lbs		lbs		lbs

**Additional Solvents (Annual usage of clean-up, surface prep, or any other products not reflected in the row above)**

Product	Amount Purchased/Used	VOC on container (select units)	If units in g/L, divide by 119.8	Multiply amount (gal) by VOC (lb/gal)	
	gal	lb/gal	g/L		lbs
	gal	lb/gal	g/L		lbs
<b>Total VOCs</b>					lbs

**11. Fuel Usage (if applicable):**

Type	1st Qtr (Jan-Mar)	Units	2nd Qtr (Apr-Jun)	Units	3rd Qtr (Jul-Sep)	Units	4th Qtr (Oct-Dec)	Units	Total Annual Product*	Units
Natural Gas/Propane										

**\*Review your calculations before submitting. Total annual throughput covers the previous calendar year commencing on January 1 and ending on December 31.**

It is a violation of Health and Safety Code 42303.5 to make a false statement: "No person shall knowingly make any false statement in any application for a permit, or in any information, analyses, plans, or specifications submitted in conjunction with the application or at the request of the air pollution control officer."

**Under penalty of perjury, I certify that based on information and belief formed after reasonable inquiry, that the information provided is true and accurate.**

Signature:

Date:

**Email: [aqmd@edcgov.us](mailto:aqmd@edcgov.us) (Preferred)** ◦ **Fax: (530) 295-2774** ◦ **Mail: 330 Fair Ln, Placerville, CA 95667**