



**North Carolina Department of Agriculture and Consumer Services
Standards Division
1050 MAIL SERVICE CENTER
Raleigh, NC 27699-1050
Telephone (984) 236-4750**

APPLICATION FOR REGISTRATION AS LIQUEFIED PETROLEUM GAS DEALER

The North Carolina LP-Gas law, G. S. 119 Article 5, defines an LP-Gas dealer as any person, firm, or corporation who engages in or desires to engage in:

- The business of selling or otherwise dealing in LP-Gases which requires handling, storing, measuring, transporting, or distributing LP-Gas; or
- The business of installing, servicing, repairing, adjusting, connecting, or disconnecting containers, equipment, or appliances which use liquefied petroleum gas.

Each dealer shall obtain and maintain general liability insurance. Further, the law states that there shall be two classes of dealers, Class A and Class B.

Class A dealers are involved in transporting LP-Gases in any amount. You must have general liability insurance, including product liability, of at least \$1,000,000 combined single limit as well as motor vehicle liability of at least \$1,000,000 combined single limit.

Class B dealers do not transport LP-Gases and require \$100,000 general liability combined single limit.

The North Carolina Board of Agriculture has adopted the National Fire Protection Association Codes 58, 54, and 30A (Chapter 12) (current editions) as standards for storage, handling, and installation of LP-Gas.

Please include an ACORD Certificate of Liability Insurance with each application as proof of current insurance coverage. Please return the completed application & proof of insurance by mail or by email to lplicense@ncagr.gov. The physical address of location **MUST BE shown on **ACORD Certificate of Liability Insurance****

Name of Firm or Corporation (name company goes by)

Name of Principal Individual or Parent Company

Physical Address (Actual location of Business) (**Required**)

Mailing Address (Place to Send Correspondence) (Optional)

City State Zip Code

City State Zip Code

County Telephone Number

Telephone Number Ext#

Name of Insurance Company

City and State

Policy Number

What type of Dealer license are you applying for?

Class A - Involved in transporting LP-Gas in any amount.

Class B – Not involved in the transport LP-Gas.

_____ **Class A Dealer** _____ **Class B Dealer**

(Continued on the next page)

IMPORTANT INFORMATION ABOUT YOUR LP-GAS DEALER LICENSE AND OTHER RESPONSIBILITIES

1. The operational difference between a Class A license and a Class B license is whether the dealer is transporting LP-Gas, either in bulk or containers. A dispensing site that receives propane from a supplier, fills containers at their site, and the customer removes the container is a Class B dealer (no employee of the dispensing site transports propane). The company that brings the propane is a Class A dealer. A company that fills and transports grill cylinders is Class A. A company that only installs LP-Gas appliances is a Class B. A cylinder exchange location where all they do is sell or exchange filled cylinders, and they do no transporting, is exempt from any licensing requirements.
2. The date your license expires coincides with the date your insurance policy expires, as shown on the proof of insurance you provide for us. You must maintain continuous liability insurance to retain a valid license. **Be sure the physical address of the location that requires the license is shown on the proof of insurance.** You are responsible for updating us on any changes in ownership, address, telephone number, or insurance coverage. This can also be accomplished by making the Standards Division a certificate holder on your policy, then any changes or renewals should automatically be provided to us by your agent. Insurance information may be sent by email to lplicense@ncagr.gov.
3. An LP-Dealer's license is required, prior to operation, per NC General Statute. Locations found without a current license during an inspection are subject to a civil penalty on the first violation.
4. You are subject to inspection for compliance with LP-Gas Laws, Regulations and adopted codes. Companies that use a scale or meter in the selling of LP-Gas are also subject to Weights and Measures Laws, Regulations and adopted codes.
5. For violations of installation requirements, you will normally receive a notification of violation (inspection form) and 30 days to correct the violation. Follow-up inspections will continue until all violations are corrected, progressing to a warning letter then assessment of a civil penalty on the third and subsequent inspections. However, for certain serious operational violations a civil penalty may be assessed on the first inspection. Under North Carolina law, informal settlements/penalty reductions can be made by contacting the Standards Division Director. You also have the right to appeal the penalty of the Office of Administrative hearings.
6. Requests for extensions of time to make needed repairs must be made in writing and will be reviewed and responded to in kind. For those companies that receive inspections through email, a link is included for your convenience to make an extension request.