

COLORADO DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT HAZARDOUS MATERIALS AND WASTE MANAGEMENT DIVISION RADIATION MANAGEMENT PROGRAM	OFFICIAL USE ONLY Reviewed by _____ Date _____
RADIOACTIVE MATERIALS LICENSEE CERTIFICATION OF SMALL ENTITY STATUS FOR PURPOSES OF ANNUAL FEES	

LICENSEE NAME / ADDRESS	ANNIVERSARY DATE: CURRENT ANNUAL FEE: LICENSE NO:	FEE CATEGORY: NUMBER OF LOCATIONS:
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(SEE INSTRUCTIONS PAGE 2)	PHONE NO.	FAX NO.
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NOTE: YOUR COMPLETED FORM MUST BE RECEIVED BY THE RADIATION MANAGEMENT UNIT 90 DAYS BEFORE YOUR ANNUAL LICENSING FEE IS DUE.

Small businesses not engaged in manufacturing and small not-for-profit organizations (gross annual receipts):	MAXIMUM ANNUAL FEE PER LICENSED CATEGORY
A. \$485,000 TO \$7,000,000	½ Annual Fee (based on Fee Category)
B. Less than \$485,000	\$ 600

Manufacturing entities with license fee category of 3.A, 3.B, 3.C that have an average of 500 employees or less:	MAXIMUM ANNUAL FEE PER LICENSED CATEGORY
A. 35 TO 500 Employees	½ Annual Fee (based on Fee Category)
B. Less than 35 Employees	\$ 600

Small governmental jurisdictions (including cities, counties, towns, townships, villages, school districts, special districts of publicly supported educational institutions) (population):	MAXIMUM ANNUAL FEE PER LICENSED CATEGORY
A. 20,000 TO 50,000	½ Annual Fee (based on Fee Category)
B. LESS THAN 20,000	\$ 600

Educational institutions that are not state or publicly supported, and have 500 employees or less:	MAXIMUM ANNUAL FEE PER LICENSED CATEGORY
A. 35 TO 500 Employees	½ Annual Fee (based on Fee Category)
B. Less than 35 Employees	\$ 600

CERTIFICATION		
<p>This certification must be signed by the owner of the entity named above or an official empowered to act on behalf of the entity.</p> <p>WARNING: C.R.S. §18-8-503 and 504 (1986) make it a criminal offense to intentionally mislead a public servant in the performance of his duty. The submission of false statements is punishable by fine or imprisonment or both, and may result in revocation or suspension of the license.</p> <p>I certify that the above named Colorado Department of Public Health and Environment ("Department") licensee qualifies as a small entity under the size standards established by the Department for its licensees. The licensee qualifies as a small entity under the specific size standard indicated above.</p> <p style="text-align: center;">CERTIFY UNDER PENALTY OF PERJURY THAT FOREGOING IS TRUE AND CORRECT.</p>		
TYPED OR PRINTED NAME AND TITLE	SIGNATURE	DATE

NOTE: YOU SHOULD COMPLETE THIS RCD FORM 62 ONLY IF YOU WISH TO QUALIFY AS A SMALL ENTITY FOR PURPOSES OF ANNUAL FEES IMPOSED UNDER RH 12.4.4.2 OF PART 12, COLORADO RULES AND REGULATIONS PERTAINING TO RADIATION CONTROL. NOTE THAT YOUR ANNUAL FEE MAY ALREADY BE LESS THAN THE MAXIMUM ANNUAL FEE PER LICENSED CATEGORY.

INSTRUCTIONS FOR COMPLETING RCD FORM 62

1. File a separate copy of RCD Form 62 - *Certification of Small Entity Status for Generic and Other Regulatory Costs Not Directly Recoverable* for each license for which you wish to qualify as a small entity.
2. A new RCD Form 62 must be completed each year.
3. Complete all items on RCD Form 62 as follows:
(NOTE: Incomplete forms will be returned as unacceptable.)
 - The license number, licensee's name and address must be entered exactly as it appears on the license. Also include a telephone number and fax number, if available. (NOTE: If the address on the license is not correct, then a license amendment request must be submitted.)
 - Check the appropriate size standard under which the licensee qualifies as a small entity. Check one box only. Note the following:
 - a. Gross annual receipts included in the size standards refer to the licensee's entire business, not solely receipts from licensed activities.
 - b. A subsidiary of a large entity does not qualify as a small entity under the Division's size standards.
 - c. The size standards apply to the licensee, not the individual authorized users listed in the license.
 - d. An educational institution referred to in the size standards is an entity whose primary function is education, whose programs are accredited by a nationally recognized accrediting agency or association, who is legally authorized to provide a program of organized instruction or study, who provides an educational program for which it awards academic degrees, and whose educational programs are available to the public.
 - The owner of the entity, or an official empowered to act on behalf of the entity, must sign and date the certification.
4. **DO NOT SUBMIT PAYMENT WITH THIS FORM. You will be invoiced separately for your annual fee.**
5. You must submit your completed RCD Form 62 to:

Colorado Department of Public Health and Environment
HMWMD – Radioactive Materials Unit – B2
4300 Cherry Creek Drive South
Denver, Colorado 80246-1530