



To be filled out by the **applicant, or for a firm or corporation, the person charged with active management**

Name: \_\_\_\_\_  
Print Full Name Certification Number  
Home Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone # ( ) \_\_\_\_\_  
Email Address \_\_\_\_\_ Social Security # \_\_\_\_\_ Birth Date \_\_\_\_\_

The applicant must designate a **Responsible Managing Employee (R.M.E.)** in this box (except Class V).  
All R.M.E's must maintain compliance with state Liquefied Petroleum Gas Safety Regulations, Rule 0780-2-17.03.  
(Use space on back of application for additional R.M.E.s if needed.)

Name: \_\_\_\_\_  
Print Full Name Certification Number  
Home Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone # ( ) \_\_\_\_\_  
Email Address \_\_\_\_\_ Social Security # \_\_\_\_\_ Birth Date \_\_\_\_\_

Applicant's Signature

Date

**ALL LICENSE'S EXPIRE MARCH 31 OF EACH YEAR**

Detailed Insurance Requirements

Class I

- 1. Manufacturers' and contractors' bodily injury liability insurance.  
Each person.....\$ 500,000  
Each accident..... 1,000,000
- 2. Manufacturers' and contractors' property damage liability insurance.  
Each accident.....\$ 500,000  
Aggregate.....1,000,000
- 3. Products bodily injury liability insurance.  
Each person.....\$ 500,000  
Each accident.....1,000,000  
Aggregate.....1,000,000
- 4. Products property damage liability insurance.  
Each person.....\$ 500,000  
Aggregate.....1,000,000
- 5. Automobile bodily injury liability insurance.  
Each person.....\$ 500,000  
Each accident.....1,000,000
- 6. Automobile property damage liability insurance.  
Each accident.....\$ 20,000

Class III

- 1. Manufacturers' and contractors' bodily injury liability insurance.  
Each person.....\$ 500,000  
Each accident..... 1,000,000
- 2. Manufacturers' and contractors' property damage liability insurance.  
Each accident.....\$1,000,000  
Aggregate..... 1,000,000
- 3. Products bodily injury liability insurance.  
Each person.....\$ 500,000  
Each accident.....1,000,000  
Aggregate.....1,000,000
- 4. Products property damage liability insurance or garage liability bodily injury liability insurance.  
Each person.....\$ 500,000  
Each accident.....1,000,000  
Aggregate..... 1,000,000
- 5. Garage liability property damage liability insurance.  
Each accident.....\$ 1,000,000

Class V

- 1. Manufacturers' and contractors' bodily injury liability insurance.  
Each person.....\$ 500,000  
Each accident..... 1,000,000
- 2. Manufacturers' and contractors' property damage liability insurance.  
Each accident.....\$ 1,000,000  
Aggregate.....1,000,000
- 3. Products bodily injury liability insurance.  
Each person.....\$ 500,000  
Each accident.....1,000,000  
Aggregate.....1,000,000

Class II

- 1. Products bodily injury liability insurance.  
Each person.....\$ 500,000  
Each accident.....1,000,000  
Aggregate..... 1,000,000
- 2. Products property damage liability insurance.  
Each accident.....\$ 500,000  
Aggregate.....1,000,000
- 3. Automobile bodily injury liability insurance.  
Each person.....\$ 500,000  
Each accident.....1,000,000
- 4. Automobile property damage liability insurance.  
Each accident.....\$ 20,000

Class IV

- 1. Manufacturers' and contractors' bodily injury liability insurance.  
Each person.....\$ 500,000  
Each accident..... 1,000,000
- 2. Manufacturers' and contractors' property damage liability insurance.  
Each accident.....\$ 500,000  
Aggregate..... 1,000,000
- 3. Products bodily injury liability insurance.  
Each accident.....\$ 500,000  
Aggregate.....1,000,000
- 4. Products property damage liability insurance.  
Each person.....\$ 500,000  
Aggregate..... 1,000,000
- 5. Automobile bodily injury liability insurance.  
Each person.....\$ 500,000  
Each accident.....1,000,000
- 6. Automobile property damage liability insurance.  
Each accident.....\$ 20,000



STATE OF TENNESSEE  
DEPARTMENT OF COMMERCE AND INSURANCE  
STATE FIRE MARSHAL'S OFFICE  
ADMINISTRATIVE SERVICES SECTION  
Permits and Licenses Unit  
500 James Robertson Parkway,  
Nashville, TN 37243  
Phone: (615) 741-1322, Fax: (615) 741-1583

**LP Gas Dealer  
Change of Designated Responsible Managing Employee (R.M.E.)**

Company Name

License Number

Site Address

City, State, Zip

Email Address

I, \_\_\_\_\_, am the **APPLICANT** at this facility.  
Print Name Certification Number

**AND**

I hereby add the person(s) identified below as newly designated R.M.E.(s) at the site identified above and they will comply with state Liquefied Petroleum Gas Safety Regulations, Rule 0780-2-17-.03 in its entirety. (Individuals that have not passed the state exam cannot be R.M.E.s. Submit their name, home address, home phone number, email address and social security number on the back of this form to begin the examination process.)

Name and Certificate Number

Name and Certificate Number

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby remove the following person(s) as designated R.M.E.(s) at the site identified above (At least one R.M.E. must be designated at every site location).

Name and Certificate Number

Name and Certificate Number

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Applicant

Date



**STATE OF TENNESSEE**  
**DEPARTMENT OF COMMERCE AND INSURANCE**  
**DIVISION OF FIRE PREVENTION**  
**ADMINISTRATIVE SERVICES SECTION**  
**PERMITS AND LICENSES UNIT**  
**500 JAMES ROBERTSON PARKWAY,**  
**NASHVILLE, TENNESSEE 37243**  
TELEPHONE: 615-741-1322 FAX: 615-741-1583

**TO: ALL CLASS I, II, AND III L. P. GAS DEALERS**

**SUBJECT: TRANSPORTATION OF FILLED L.P. GAS CYLINDERS**

The Applicants and Responsible Managing Employees of any facility where L. P. Gas cylinder filling and exchange takes place, need to be instructed on the procedures for handling and placing of cylinders inside a vehicle for transport and practice these guidelines any time a customer is going to transport his or her filled L.P. Gas cylinder.

- 1) Containers shall not be placed inside the passenger compartment of any vehicle, except as stated in paragraph 6-2.2.5 of the 1992 edition of the NFPA 58, *Standard for the Storage of Handling Liquefied Petroleum Gases*, published by the National Fire Protection Association (1-800-344-3555). **Exception:** Closed-bodied vehicles such as passenger cars, vans, and station wagons shall not be used for transporting more than 215 lb. water capacity (nominal 90 lb. L.P. Gas capacity), but not more than 108 lb. water capacity (nominal 45 lb. L.P. Gas capacity) per cylinder unless the driver's and engine compartments are separated from the cargo space by a vapor tight partition with no means of access to the cargo space.
- 2) Containers placed in the trunk of a vehicle shall be placed in the upright position and securely fastened to minimize the possibility of movement, tipping, or physical damage.
- 3) Containers placed in the cargo bed or compartment of a truck or van shall be secured by a strap or chain to properly secure them in an upright position and to prevent the unfettered movement of the cylinder while the vehicle is in motion.
- 4) Customers shall be informed of the importance of delivering the filled L.P. Gas container immediately to their home or place of business and removing it from the vehicle. Failure to do so, especially during hot weather, may cause the safety relief valve to discharge, releasing L.P. Gas vapors. These vapors are heavier than air and will settle to the lowest point and may be ignited by a lighted cigarette, hot muffler, hot engine, or open electrical circuit.

If you have any questions regarding the proper handling or storage of L.P. Gas cylinders, please contact the Codes Enforcement Section at (615) 741-7190.



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DIVISION OF FIRE PREVENTION  
ADMINISTRATIVE SERVICES SECTION  
PERMITS AND LICENSES UNIT  
500 JAMES ROBERTSON PARKWAY  
NASHVILLE, TENNESSEE 37243  
Phone (615) 741-2981 – Fax (615) 741-1583**

**L.P. Gas Study Material**

The reference materials should be limited to the 2006 edition of NFPA 54, National Fuel Gas Code, and the 2008 edition of NFPA 58, Standard for Storage and Handling of L.P. Gas, and the Tennessee Laws, Rules and Regulations. Your propane supplier may be able to provide you with NFPA 54 and 58 or you may call N.F.P.A. at 1-800-344-3555.