

**NON-TITLE V PERMIT APPLICATION INSTRUCTIONS  
COTTON GIN DESCRIPTION (APC 116)**

This form should be completed for all new permit applications and all renewals where source conditions have changed since the previous application. This form should be used for Cotton Gin facilities instead of the more general Process or Fuel Burning Source Description form (APC 102), and the Emission Point Description form (APC 101).

If any of the information requested is considered confidential, two application forms should be submitted, along with the Confidential Information Request form. One application form must be clearly marked to indicate that it contains confidential information, which is not to be made public and another application form, which does not contain the confidential information and can be placed in our general files. Emission data normally cannot be treated as confidential by the Division. Please contact the APC Division if there are any questions concerning confidentiality of information. The Confidential Information Request form can be found on the Division's website at: <http://tn.gov/environment/article/permit-air-other-information> .

The Tennessee Air Pollution Control Division prefers that application forms be submitted via email to the email address [Air.Pollution.Control@TN.gov](mailto:Air.Pollution.Control@TN.gov) . All application forms should be scanned/combined into one PDF document and sent as an attachment to the email. If email is not available, then application forms can be mailed to the address on the form.

The items below give a brief explanation of the information being requested on the form. The following numbers refer to the specific box on the form:

- 1.** The organization's legal name is the name under which the company is registered with the Tennessee Secretary of State (SOS). The organization's legal name and SOS control number can be found on the SOS website at <https://tnbear.tn.gov/Ecommerce/FilingSearch.aspx>. If the organization is not registered with the SOS, then the owner's name must be listed.
- 2.** The Emission Source Reference Number(s) will be assigned by the Tennessee Air Pollution Control Division. It is an eight digit number in the following format NN-NNNN-NN.
- 3.** Check "Yes" or "No" depending on whether the air contaminant source is subject to an NSPS rule (New Source Performance Standards) or NESHAP rule (National Emission Standard for Hazardous Air Pollutants). List the rule citation, including Part, Subpart, and applicable Sections. For example, a boiler may be subject to 40 CFR Part 60 Subpart Dc and sections §60.42c, §60.42c, §60.46c, §60.47c, and §60.48c.
- 4.** Indicate the number of stands, manufacturer and model of each and that stands capacity.
- 5.** Indicate the average and maximum hourly processing rate of the facility in bales/hr.
- 6.** Indicate the average yearly processing rate of the facility. List the highest amount previously processed at this facility. The annual bales capacity to be entered on the permit will be used as the processing limit for this facility. It can be higher than the highest amount previously processed at this facility to allow for increases in production.
- 7.-13.** Indicate or list requested information pertaining to applicable stages or air pollution equipment for lint cleaner exhaust.
- 14.-18.** List requested information on wet suppression control, dust house control, and general cyclone controls for the battery condenser.

- 19.** If an approved dust house is used, specify what lint cleaners and/or battery condenser exhausts are routed to the dust house.
- 20.** Check appropriate box for collection/trash handling. If the first choice is checked, mark location which trash is pneumatically blown to following the cyclone bank.
- 21.-24.** List information on cyclone controls used throughout the gin if applicable in terms of 1D-2D, 1D-3D, etc. List dimensions of the cyclone.
- 24.** Describe method of trash disposal after collection.
- 25.** Attached a sketch of the facility, indicating requested equipment within the facility.
- 26.** Use the comments space for further descriptions or other needed information that was not included previously or information on modifications.
- 27.** If this form is being submitted at the same time as an APC 100 form, then a signature is not required on this form. Date this form regardless of whether a signature is provided. If this form is NOT being submitted at the same time as an APC 100 form, then a signature is required. Applications should be signed by the responsible person listed in Item 7 of the APC 100 form.