



# CERTIFIED EMPLOYEE TRANSFER FORM

16 TAC §§ 9.11, 13.73 and 14.2020 require a licensee to notify the Railroad Commission when a previously qualified person is hired. The **non-refundable employee transfer fee of \$10 per employee** must accompany this form.

To the Licensee: By filing this form, you are transferring the previously certified individual listed below to work under your Railroad Commission license. You are responsible for ensuring that this individual is properly certified to perform all LPG, CNG and/or LNG activities required in the course of his or her employment with your company.

FUEL TYPE	
<input type="checkbox"/>	LPG (Form 16A)
<input type="checkbox"/>	CNG (Form 1016A)
<input type="checkbox"/>	LNG (Form 2016A)

EMPLOYEE INFORMATION (PLEASE TYPE OR PRINT)			
Employee name-last, first, middle:		Social Security Number*:	
Your company name:		License Number:	
Company mailing address:	City:	State:	Zip:
Company telephone:		Company fax:	
Employee's mailing address:	City:	State:	Zip:

DECLARATION	
<i>I declare under penalties prescribed in Section 91.143, Texas Natural Resources Code, that I have knowledge of the above-stated facts; this certification was prepared by me or under my supervision and direction, and that data and facts stated herein are true, correct, and complete to the best of my knowledge.</i>	
_____	_____
Signature of authorized licensee representative	Date
_____	
Printed name of authorized licensee representative	

\*Disclosure of applicant's Social Security number is mandatory under Section 231.0302(c) of the Texas Family Code and will be used to assist in the administration of laws relating to child support and for recordkeeping by the Commission pursuant to its authority under Chapters 113, 114 and 116 of the Texas Natural Resources Code.

**ALL TRANSFER FEES ARE NON-REFUNDABLE.**

**RAILROAD COMMISSION OF TEXAS**  
ALTERNATIVE FUELS RESEARCH & EDUCATION DIVISION  
P.O. Box 12967 • Austin, TX 78711-2967  
Phone: 512-463-6933 • Fax: 512-475-2532

RRC USE ONLY	
Register No.	_____
LPG (GL #45215) \$	_____
CNG (GL #45405) \$	_____
LNG (GL #45415) \$	_____
<input type="checkbox"/> Check-2 <input type="checkbox"/> Cash-3 <input type="checkbox"/> Credit card-5	