Electronic User Account Registration
For the Utah Division of Air Quality
State and Local Emissions Inventory System (SLEIS)

The SLEIS User account will allow the listed user to manage, edit, update, and/or submit the facility's emissions inventory-specific forms, reports and supporting documentation using the Utah Division of Air Quality (UDAQ) SLEIS submittal system.

The account will be created based on the information in this form. You will be notified via email when the account has been created, so that you may complete the registration by setting up your password and account security questions.

An account can have multiple roles: **Viewers**, who can only read the facility's information, **Editors**, who can make changes (add, delete, edit, attach), **Administrators** who can edit roles for other Facility users, and **Submitters**.

The role of Submitter is reserved for the facility's Responsible Person user account. The Responsible Person must be an employee, owner, or operator of the facility; must be the facility's person authorized to submit emissions inventory reports; and will be the only user assigned a "Submitter" role. A consultant, who may have been hired to compile and edit emissions inventory data for a facility may not have the role of Submitter. Make a copy of the User Agreement and complete for each additional facility user and authorized consultant.

User's Full Name	
Title or Position	
Acting on behalf of (Company/Site)	
DAQ Approval Order # or Site ID for each facility	
Street Address	
City	
State	
Zip Code	
Telephone	
Email	
SLEIS account Roles (circle all those applicable):	Submitter Editor Viewer Administrator

Make a copy of this form for each user, indicating which facility or facilities they are responsible for, by providing the Approval Order number (DAQE-ANXXXXXX-YY) or Site ID (XXXXX). Fill out this form completely, and mail or email to:

Utah Division of Air Quality
Attn: Emissions Inventory
195 N 1950 W
Salt Lake City, UT 84116
catherinewilliams@utah.gov