

**LARGE SPARK-IGNITION ENGINE FLEET REQUIREMENTS REGULATION  
DOORS REQUEST TO ADD EQUIPMENT WITH AN EXISTING EIN FORM**

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If it has been 30 days or more since the date of purchase, and you wish to have equipment with an existing Equipment Identification Number (EIN) moved into your fleet, complete the following information. Instructions on how to submit the form and definitions are provided on page 2.

**PART I: FLEET INFORMATION**

Check the box to confirm if you are authorized to submit this form then complete your information below. I am the:

Fleet Operator

DOORS Fleet ID Number:	Company/Agency Name:
Name of Fleet Operator:	Job Title:
Telephone Number of Fleet Operator:	Email Address of Fleet Operator:

**PART II: EQUIPMENT INFORMATION**

Enter the equipment information in the space provided.

EIN:	Date of Equipment Purchase:
Name/Contact Information of Selling Fleet:	
EIN:	Date of Equipment Purchase:
Name/Contact Information of Selling Fleet:	
EIN:	Date of Equipment Purchase:

I have attached a bill of sale(s) or other documentation to support proof-of-purchase of the equipment. If this documentation is NOT included, this request will be rejected.

Yes       No

**PART III: SIGNATURE**

By signing below, I affirm and certify under penalty of perjury, under the laws of the State of California, that I have reviewed this form and the information reported on this form for the off-road fleet indicated below is true, accurate, and complete to the best of my knowledge. I understand that I am responsible for recordkeeping as required in section 2775.2. I understand that all statements made in this form are subject to investigation, and that any false or dishonest statements may result in fines and may subject me to criminal investigation and possible prosecution. By signing below, I further certify that I have the authority to request and submit these changes on behalf of the fleet indicated above.

Signature of Fleet Operator:	Date:
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**INSTRUCTIONS AND DEFINITIONS**

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Submit the completed form and applicable attachments by email to [DOORS@arb.ca.gov](mailto:DOORS@arb.ca.gov), by fax to (916) 322-3923, or by mail to California Air Resources Board, Attention: Large Spark Ignition Reporting, MSCD, Mail Stop 5B, P.O. Box 2815, Sacramento, CA 95812.

If you purchased equipment that was previously registered in DOORS and already has an existing Equipment Identification Number (EIN), this equipment can be added to your fleet by entering the EIN on the "Equipment" page in DOORS. If the fleet selling the equipment has not yet "sold" the equipment from their DOORS account, the fleet purchasing the equipment cannot enter the equipment via the EIN number. The selling fleet has 30 days from the time of sale to remove the equipment from their fleet. If this does not occur after 30 days, fill out and submit this form. Include proof of purchase of the equipment. CARB staff will remove the equipment from the selling fleet, and place it into the purchasing fleet.

For questions regarding this form, contact the DOORS Hotline at: (877) 59DOORS (877-593-6677).

**DOORS Fleet ID Number:** This ID number is the number that CARB assigned to your LSI fleet. If you don't have this number, please contact the DOORS Hotline. If the Fleet Operator is the same person for multiple fleets, the Fleet Operator may submit one hardcopy attestation with the DOORS IDs of all those fleets listed on the form.

**Company/Agency Name:** This is the legal name of the entity, business, organization, agency, or individual currently on the registration, not a third party. Examples of third party members are consultants, distributors, sales representatives, lawyers, etc.

**Fleet Operator:** A person with legal right of possession and use of a piece of equipment including a person whose usual and customary business is the rental, leasing, or sale of equipment as provided below: A person whose usual and customary business is the rental, leasing, or sale of equipment will be deemed an operator of: (A) all service equipment, regardless of hours of operation (as defined in section 2775, subsection (d)(40)); and (B) any operations equipment they use more than 50 hours per year (as defined in section 2775, subsection (d)(34)). [See Cal. Code Regs., tit. 13, § 2775, subd. (d)(35).]

**Equipment Identification Number (EIN):** This is a unique identification number assigned by the Executive Officer to a piece of equipment once the piece of equipment has been reported in accordance with California Code of Regulations, title 13, section 2775.2, subsection (a). The EIN is used to link all reporting and recordkeeping.

**Purchase Date:** Date the equipment was purchased as reflected on the bill of sale.

**Name/Contact Information of Selling Fleet:** The company name and contact information of the fleet or person that the equipment was purchased from. This information can be found on the sales receipt or invoice.

**Signature of Fleet Operator:** This is the mark written by the fleet operator with the intention of authenticating the form. Digital signatures will not be accepted, but original signatures on a form scanned and sent via fax or email will be accepted.

**Date:** This is the day, month, and year when the form was completed and signed.

**NOTE:** These instructions are provided as a courtesy, but do not supersede or alter the regulation. It is your responsibility to understand and comply with the regulation.