

**APCD FORM –103
MONTHLY MOTOR VEHICLE REFINISHING
COATING, SURFACE PREP AND CLEAN-UP SOLVENT LOG**

Instructions: (Column 5 is optional)

1. At the top of the form fill in the facility name, permit number, and current date.
2. In columns 1 and 4 fill in the required information for the solvents used for the current month (see the example rows below). Be sure not to include the quantity of solvent recycled, reclaimed, or disposed of as hazardous waste when calculating usage. Gun Washers – only record the amount of make-up solvent added.
3. In column 2 fill in method (clean up, surface preparation and gun washer) in which the solvent was used.
4. In column 3 fill in the reactive organic compound (ROC) content of the product **in pounds per gallon** (lb/gal) (see the example rows below). If the label or MSDS only lists the ROC content in gms/l then divide the gms/l value by 120 to convert to lb/gal. Consult with your coating supplier for assistance if the ROC content cannot be determined.
5. In column 5, emissions values may be calculated by multiplying column 3 by column 4 across and entering in column 5.
6. Add values in columns 4 and 5 (down) and total. Column 4 total is used for completing page 2, Monthly Summary of Surface Coatings and Solvent Usage Operation Logs; Column 5 total is optional, but can be used to complete the emission values of Page 2.

FACILITY: _____ PAGE _____

PERMIT NUMBER: _____ MONTH _____ YEAR _____

(column 1) NAME OF SOLVENT	(column 2) METHOD IN WHICH USED	(column 3) ROC lb/gal	(column 4) USAGE gal/month	(column 5) EMISSIONS lb/mo
1.				
2.				
3.				
4.				
TOTALS				

NOTE: Shaded portion on this form is optional

Example:

(column 1) NAME OF SOLVENT	(column 2) METHOD IN WHICH USED	(column 3) ROC lb/gal	(column 4) USAGE gal/month	(column 5) EMISSIONS lb/mo
Kwik Clean 3949S	Surface Prep	0.4	3.0	1.20
DX 380	Wax and Grease Remover	0.3	4.0	1.20
Lacquer Thinner 2007	Gun Washer	6.5	1.0	6.50
TOTALS			8.0	8.90

**APCD FORM – 103 MONTHLY SUMMARY OF SURFACE COATINGS OPERATIONS AND SOLVENT USAGE LOG
FOR MOTOR VEHICLE REFINISHING ACTIVITIES**

Year _____ Permit #: _____

Facility: _____

MONTH	NUMBER OF DAYS OF OPERATIONS	COATINGS		SURFACE PREP AND CLEAN-UP SOLVENTS		Column (5) Monthly Total ROC Emissions = Column 2 + Column 4	
		Column (1) Total Volume Uses (gallons)	Column (2) Total ROC Emissions (pounds)	Column (3) Combined Volume of Solvents (gallons)	Column (4) Total ROC Emissions (pounds)	(pounds)	(tons)
January							
February							
March							
April							
May							
June							
July							
August							
September							
October							
November							
December							
ANNUAL TOTALS							

Note: Shaded portions of this form are optional.