

# UL CERTIFIED UPGRADE OR REPLACE DISPENSER APPLICATION

## Public Inspection and Confidentiality

With the filing of this application it becomes an open record available for the public inspection.

Accompanying this application is the Notice to Applicants – Open Records section, please review and mark one of the following:

- No request. I have reviewed the Notice to Applicants – Open Records section included with the application. I understand that upon filing this application it becomes an open record available for public inspection.
- Yes, there is information in this application for which the business is requesting confidential treatment. To complete your request, please refer to the accompanying instructions and Example and Request for Confidential Treatment Form.

## Introduction

1) For the upgrade or replacement of a dispenser which is being used for dispensing E85 prior to and not later than sixty (60) days after the date of publication in the Iowa administrative bulletin of the State Fire Marshal's order providing that a commercially available dispenser(s) is listed as compatible for use in E85 gasoline by the Underwriter's Laboratories.

**A separate application form is required for each application.**

**An eligible applicant must be an owner or operator of a retail motor fuel site** that submits a completed application with required documents to the Iowa Department of Economic Development (also referred to as Department).

**A successful applicant shall not use the infrastructure to store and dispense motor fuel other than the type approved in the cost-share agreement for a period of not less than three (3) years or five (5) years from date of project completion.** See page 3 for additional application details.

2) The supplemental financial incentive is for the improvement of additional retail motor sites, up to four (4), owned and operated by a previous cost-share grantee within a twelve-month (12) period. The grantee is eligible beginning with the second through fifth sites.

## Financial Assistance Guidelines

1) First site - retail motor fuel upgrade or replacement is on a cost share basis in the form of a grant. This grant, if awarded, shall be an amendment to the current Cost-Share Agreement (contract) currently held by the applicant.

The upgrade or replace dispenser award shall not exceed 75% of actual cost or \$30,000, whichever is less.

2) Second through fifth site - in addition to the upgrade or replacement awards, the supplemental financial incentive (\$6,000) shall for improvements. The maximum an applicant may receive is \$24,000. These supplemental financial incentive awards shall be an amendment to the current Cost-Share Agreement (contract) currently held by the applicant.

## Documents to be submitted with application (If project is complete, send all required documents)

Retail E85 sites:

1. Proof of UL certification
2. Licensed installer (if applicable)/dealer equipment price quote
3. Updated IDNR checklist (Form 148) stating new UL approved dispenser.

**Asterisk (\*) indicates required information.**

\* From your current cost-share agreement from either the Iowa Renewable Fuels Association (IRFA) or the IDED, please provide the following:

\*Contract number (RFIP#) \_\_\_\_\_ \*Contract date \_\_\_\_\_

Are you asking for the supplemental financial incentive for this motor fuel site in addition to this upgrade or replacement?  Yes  No

Date:

\*Name of Business:

\*Federal ID Number:

\*Street Address:

\*City:

\*State:

\*Zip:

\*Contact Person:

\*Title:

\*Phone:

\*Fax:

\*Email:

**\*Is the contact person listed above authorized to obligate the Business?**

(If no, please provide the name and title of a company officer authorized to obligate the Business)

\*Project Facility Name:

\*Street Address:

\*City:

**\*Project Budget: Supply a cost proposal from one of the following:**

Qualified AST installer: Name \_\_\_\_\_ Phone number \_\_\_\_\_

UST Iowa Licensed Installer: Name \_\_\_\_\_ Phone number \_\_\_\_\_

(A list of qualified installers can be found on the Iowa Department of Resources website.)

**\*THE FOLLOWING FOUR SECTIONS MUST BE COMPLETED OR THE APPLICATION WILL BE RETURNED**

Component	Model/Brand	Manufacturer	UL Listed	Manufacturer Approved
Tank* (capacity: )			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Auto Shutoff			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Sub Pump, O-rings, Gaskets			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Tank Sump			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
ATG Probe, float/sensor			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Ball Float			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Sump Sensor			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Pipe			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Thread Sealant**			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Adhesive**			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Flex Connectors			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
LLD			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

\*Internally lined tanks are not suitable for conversion to storage of E-blend fuels. \*\* If compatibility is undetermined, analysis may be used to determine compatibility.

Component	Model/Brand	Manufacturer	UL Listed	Manufacturer Approved
Dispenser			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Pipe sealant*			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Seals/Gaskets			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Suction Pump			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Hoses			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Nozzle/Swivel			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Break-away			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Filter			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Meter			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>Dispenser/Sump</i>				
Pipe			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Pipe Sealant*			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Flex Connector			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Sump			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Emergency Valve**			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Sensor			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Check valve			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

\* If compatibility is undetermined, analysis may be used to determine compatibility. \*\*Emergency/Shear Valve must be compatible with E-blend fuels.

Source of Funds	Amount	Form of Funds (Loan, Grant, Tax incentives, etc.)		
Source A: Infrastructure Program	\$			
Source B: Federal Incentives	\$			
Source C: Local Government	\$			
Source D: Business	\$			
Source E: Other Sources	\$			
	\$			
	\$			
<b>TOTAL</b> (must equal the below total)	\$			

Use of Funds	Cost	Source A	Source B	Source C	Source D	Source E
Tank Wagon	\$	\$	\$	\$	\$	\$
Site Preparation	\$	\$	\$	\$	\$	\$
Tank (below ground)	\$	\$	\$	\$	\$	\$
Tank (above ground)	\$	\$	\$	\$	\$	\$
Piping	\$	\$	\$	\$	\$	\$
New Pump	\$	\$	\$	\$	\$	\$
Pump upgrades	\$	\$	\$	\$	\$	\$
Other (List below)	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
<b>TOTAL</b> (must equal the above total)	\$	\$	\$	\$	\$	\$

**If the project has been completed,**

What was the date when first used to dispense E85? \_\_\_\_\_  
What was the total cost of the project? \_\_\_\_\_

**Additional Program Guidelines:**

A business shall not use the infrastructure to dispense motor fuel other than the type approved in the cost-share agreement for a period of not less than three (3) years or five (5) years, depending on the agreed upon contractual years, from date of project completion.

**Renewable Fuel Infrastructure Board:**

The Board consists of 11 voting members appointed by the Governor of the State of Iowa. Six voting members constitute a quorum. Action taken by the Board on renewable infrastructure projects is final. Administrative support for the Board will be provided by the Iowa Department of Economic Development. Successful applicants will be notified by the Department of the Board's award, including any conditions and terms of approval. The Department, under the Board's direction, will prepare a cost-share agreement (contract) for the successful applicants that will include the terms and conditions of the financial incentive established by the Board. The RFIP Board will meet to review and approve applications on a quarterly basis or as dictated by the Board.

**Applications may be submitted for review by the RFIP Board up to 14 days prior to a scheduled quarterly meeting. The quarterly meetings and application deadlines shall be posted on the Departments website – <http://www.iowalifechanging.com/business/renewablefuels.html>**

**The completed application with accompanying attachments is to be sent to:**

Mail: Renewable Fuel Infrastructure Board  
Iowa Department of Economic Development  
200 East Grand Avenue  
Des Moines, Iowa 50309  
Fax: (515) 242-4918  
E-mail: [businessfinance@iowalifechanging.com](mailto:businessfinance@iowalifechanging.com)

Note: If faxing or emailing - the original signed application and attachments must also be mailed to IDDED.

**How did you learn about the Renewable Fuel Infrastructure Program?**

- |  |   |
|--|---|
| <input type="checkbox"/> Promotional materials sent to you               | <input type="checkbox"/> Meetings that you attended     |
| <input type="checkbox"/> A grant recipient                               | <input type="checkbox"/> Association newsletters        |
| <input type="checkbox"/> RFIP Board member                               | <input type="checkbox"/> Installation/service companies |
| <input type="checkbox"/> Insurance provider                              | <input type="checkbox"/> State agency                   |
| <input type="checkbox"/> Other (please explain on the back of this page) |   |

I hereby certify that all representations, warranties, or statements made or furnished to the Department in connection with this application are true and correct in all material respect. I also certify the renewable fuel infrastructure presented in this application will not be used to store or dispense motor fuel other than E85 gasoline, biodiesel, or biodiesel blended fuel, unless granted a waiver by the Infrastructure Board.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and Title (typed or printed)

This application is subject to change and revision at anytime, please check [www.iowalifechanging.com](http://www.iowalifechanging.com) business (top margin) and Renewable Fuel Infrastructure Program (right margin) for the most recent revision. All applications are subject to the latest revisions.

## NOTICE TO APPLICANTS – OPEN RECORDS

**PLEASE NOTE:** UPON SUBMISSION OF A SIGNED APPLICATION, THE CONTENTS AND ATTACHMENTS TO THIS APPLICATION ARE PUBLIC RECORDS WHICH ARE AVAILABLE FOR PUBLIC INSPECTION AND COPYING.

**INFORMATION SUBMITTED WITH THIS APPLICATION MAY BE TREATED AS CONFIDENTIAL IF:**

- (1) IT MEETS THE LEGAL REQUIREMENTS FOR CONFIDENTIAL STATUS, AND**
- (2) THE APPLICANT FILES A WRITTEN REQUEST FOR CONFIDENTIALITY, AND**
- (3) THE DEPARTMENT ISSUES WRITTEN CONFIRMATION THAT THE INFORMATION MEETS THESE REQUIREMENTS AND WILL BE TREATED AS CONFIDENTIAL.**

**IF NO REQUEST FOR CONFIDENTIAL TREATMENT OF RECORDS IS MADE, THE DEPARTMENT WILL PROCEED AS IF THE APPLICANT HAS NO OBJECTION TO DISCLOSURE TO MEMBERS OF THE PUBLIC.**

**Iowa's Open Records Law.** The Iowa Department of Economic Development (IDED) is a state agency and it is subject to Iowa's Open Records law (Iowa Code, Chapter 22). Treatment of information submitted to IDED in this application is governed by the provisions of the Open Records law. All public records are available for public inspection. Some public records are considered confidential and will not be disclosed to the public unless ordered by a court, the lawful custodian of the record, or by another person duly authorized to release the information.

**Legal requirements for confidential treatment of public records.**

The information submitted as part of this application information will be available for public inspection, unless a request for confidentiality has been submitted by the applicant in the required form and approved in writing by IDED. Following are the classifications of records which are recognized as confidential under Iowa law and which are most frequently applicable to business information submitted to IDED:

- Trade secrets [Iowa Code §22.7(3)]
- Reports to governmental agencies which, if released, would give advantage to competitors and serve no public purpose. [Iowa Code §22.7(6)]
- Information on an industrial prospect with which the IDED is currently negotiating. [Iowa Code §22.7(8)] [*Please note: This section allows confidentiality during the pre-application, negotiation phase. Once negotiations are over and an application is submitted, the application information is available to the public.*]
- Communications not required by law, rule or regulation made to IDED by persons outside the government to the extent that IDED could reasonably believe that those persons would be discouraged from making them to the Department if they were made available for general public examination. [Iowa Code §22.7(18)]

### **Helpful Resources:**

<http://coolice.legis.state.ia.us/CoolICE/default.asp?category=billinfo&service=IowaCode&ga=82>

Link to Iowa's Open Records law, Chapter 22, through the Iowa General Assembly's Web site.

<http://www.legis.state.ia.us/ACO/IAChtml/261.htm>

Link to IDED's administrative rules (see 261 IAC Chapter 195) relating to public and confidential records Iowa's through the Iowa General Assembly's Web site.

[http://www.state.ia.us/government/ag/sunshine\\_advisories/](http://www.state.ia.us/government/ag/sunshine_advisories/)

Link to the Iowa Attorney General's Web site and their "Sunshine Advisories" (a series of bulletins that address topics related to Iowa's Open Records and Open Meetings laws).

## INSTRUCTIONS AND EXAMPLE – REQUEST FOR CONFIDENTIAL TREATMENT

### ***Instructions for completing the Request for Confidential Treatment Form:***

1. Review the completed application and identify the specific portions of the application that contain information that you are requesting be treated as confidential.
2. Determine if the requested information can be treated confidential under Iowa law. Review the following list and identify the legal basis for your confidentiality request.

- Trade secrets [Iowa Code §22.7(3)]. (Only trade secrets recognized and protected by law may be treated as confidential. A trade secret has been defined as "a process or device for continuous use in the operation of a business." Trade secrets are to be distinguished from other secret information of a business. The following factors are to be considered in determining whether an item is a person's trade secret: (1) the extent to which the information is known outside of the person's business; (2) the extent to which the information is known by employees and others involved in the person's business; (3) the extent of measures taken by a person to guard the secrecy of the information; (4) the value of the information to the person and the person's competitors; (5) the amount of effort or money expended by the person in developing the information; and (6) the ease or difficulty with which the information could be properly acquired or duplicated by others.)
- Reports to governmental agencies which, if released, would give advantage to competitors and serve no public purpose. [Iowa Code §22.7(6)]
- Communications not required by law, rule or regulation made to IDEED by persons outside the government to the extent that IDEED could reasonably believe that those persons would be discouraged from making them to the Department if they were made available for general public examination. [Iowa Code §22.7(18)]
- Other (provide legal citation e.g. reference to a state or federal law not listed above)

3. Project information is generally not confidential. Entire Business Plans/Marketing Plans are not confidential. Portions of these plans may be considered confidential if requested by the business and approved by IDEED. Entire business/marketing plans are seldom considered confidential because they generally contain information that is already in the public domain and/or does not meet the legal requirements to be treated as confidential.
4. **Application Sections Containing Confidential Records.** IDEED has determined that portions of some attachments to the application contain financial information that is confidential and not available for public inspection and copying. IT IS NOT NECESSARY TO SUBMIT A REQUEST FOR CONFIDENTIAL RECORD TREATMENT FOR THE FOLLOWING PORTIONS OF THE APPLICATION:

A1 P & L statements in Business Plans of non-publicly traded businesses

- Projected profit and loss statements (of non-publicly traded businesses) for three years into the future.

A2 Copy of the most recent payroll report for one pay period.  
Copy of Quarterly IWD report.

A4 Financial information of non-publicly traded businesses:

- Profit and loss statements and balance sheets for past three year-ends;
- Current YTD profit and loss statement and balance sheet;
- Schedule of aged accounts receivable;
- Schedule of aged accounts payable; and
- Schedule of other debts.

Other information that is confidential and not subject to public disclosure:

- Tax records.

Personal financial statements

5. Provide an explanation for your request to treat the information as confidential. For example, if the basis for your request is §22.7(6) above (releasing information would give an advantage to competitors & serve no public purpose), describe how competitors would be able to use the information to their advantage. Or, if information is a trade secret, describe what precautions you have already taken to protect that information from public disclosure and why such actions are necessary.
6. Complete the Request for Confidential Treatment Form and include it with your application materials.
7. Along with the completed Request for Confidential Treatment Form you will need to submit both (a) an original document that includes the confidential information and (b) a redacted version of the same document with the confidential sections blacked out.

Please conspicuously note on the original record that all or portions of it are confidential. The original document with the confidential information included will be maintained in the section of IDED's files marked "Confidential Information." If your request is approved, the original with the confidential information is not available for public inspection.

The redacted version (confidential information blacked out) along with the Request for Confidential Treatment Form will become part of the file that is open and available to the public.

8. IDED will review the request and provide written confirmation to you of its approval or denial.



**Example of Completed Request for Confidentiality Form:**

**Request for Confidential Treatment**

**1. Contact Information.** Provide the contact information of the person authorized to respond to any inquiry or action of IDED concerning this confidentiality request:

Name of Business: Major Production Film Company

Name: Kim O'Connor, Company Manager

Address: 1234 Major Avenue, Main Street, IA 50311

Telephone number: 515-515-5151

Email address: majorproductions@mpf.com

**2. Request**

<u>Application Section or Attachment</u>	<u>Legal basis for request</u>	<u>Explanation for Request</u>
A1- Portions of the Business Plan	<p><i>Check one:</i></p> <p><input type="checkbox"/> Trade secrets [Iowa Code §22.7(3)]</p> <p><input checked="" type="checkbox"/> Reports to governmental agencies which, if released, would give advantage to competitors and serve no public purpose. [Iowa Code §22.7(6)]</p> <p><input type="checkbox"/> Communications not required by law, rule or regulation made to IDED by persons outside the government to the extent that IDED could reasonably believe that those persons would be discouraged from making them to the Department if they were made available for general public examination. [Iowa Code §22.7(18)]</p> <p><input type="checkbox"/> Other (provide legal citation e.g. reference to a state or federal law not listed above): _____</p>	<p>pps. 3-4, Section 1 of the Business Plan – New Products. This section describes our product development plans for the next 3 years. This information is confidential and has not been released to the public. If our competitors had this information they would know how to market their products and undercut our expansion efforts. Release of this information would have a negative impact on our bottom line profit.</p>
<u>A1- Portion of the Business Plan</u>	<p><i>Check one:</i></p> <p><input checked="" type="checkbox"/> Trade secrets [Iowa Code §22.7(3)]</p> <p><input type="checkbox"/> Reports to governmental agencies which, if released, would give advantage to competitors and serve no public purpose. [Iowa Code §22.7(6)]</p> <p><input type="checkbox"/> Communications not required by law, rule or regulation made to IDED by persons outside the government to the extent that IDED could reasonably believe that those persons would be discouraged from making them to the Department if they were made available for general public examination. [Iowa Code §22.7(18)]</p> <p><input type="checkbox"/> Other (provide legal citation e.g. reference to a state or federal law not listed above): _____</p>	<p>pps. 10-13, Section 10 of the Business Plan – Opportunities for Commercialization of Research. This portion of the business plan outlines in detail the process that Business follows to create insecticides that are safer yet still effective agents derived from natural products will be very attractive for applications in the home, in animal health, and for bulk applications to crops. Business has taken great care to ensure that this information is not known outside of the business. For example, confidentiality agreements are required of all employees, access to the research area is secure and only available with a key card, Business has spent more than \$5M on this research, hired 4 nationally recognized scientific experts in this field. If our competitors had this information they would be able to get to market faster and this would have a substantial negative impact on our profitability.</p>
<u>Entire Licensing Agreement between Business and XYZ</u>	<p><i>Check one:</i></p>	<p>The milestone for the Technology Project is a signed licensing agreement with XY Inc.</p>

<u>company</u>	<p><input type="checkbox"/> Trade secrets [Iowa Code §22.7(3)]</p> <p><input checked="" type="checkbox"/> Reports to governmental agencies which, if released, would give advantage to competitors and serve no public purpose. [Iowa Code §22.7(6)]</p> <p><input type="checkbox"/> Communications not required by law, rule or regulation made to IDED by persons outside the government to the extent that IDED could reasonably believe that those persons would be discouraged from making them to the Department if they were made available for general public examination. [Iowa Code §22.7(18)]</p> <p><input type="checkbox"/> Other (provide legal citation e.g. reference to a state or federal law not listed above): _____</p>	<p>("Licensing Agreement") to use XY Inc.'s U.S. Department of the Agriculture patent. We hereby request that the subject agreement between Business and XY Inc. be treated as a confidential record. If the Licensing Agreement were a public document subject to disclosure, competitors could review and secure specific information about the terms and conditions of the License Agreement and this would work to their advantage because it would result in a breach of contract for Business due to the fact that Section 3.10 of the Licensing Agreement requires that Business maintain confidentiality with respect to "all information regarding the terms and conditions" of the License Agreement. Additionally, there is no public purpose whatsoever served by disclosure of the Licensing Agreement to the public. It is only necessary that IDED review the Licensing Agreement to make a determination of compliance with Project milestones under the Agreement.</p>
<p>Copy of Signed Contract and Cover Letter dated 7/26/07 to IDED from Business</p>	<p><i>Check one:</i></p> <p><input type="checkbox"/> Trade secrets [Iowa Code §22.7(3)]</p> <p><input type="checkbox"/> Reports to governmental agencies which, if released, would give advantage to competitors and serve no public purpose. [Iowa Code §22.7(6)]</p> <p><input checked="" type="checkbox"/> Communications not required by law, rule or regulation made to IDED by persons outside the government to the extent that IDED could reasonably believe that those persons would be discouraged from making them to the Department if they were made available for general public examination. [Iowa Code §22.7(18)]</p> <p><input type="checkbox"/> Other (provide legal citation e.g. reference to a state or federal law not listed above): _____</p>	<p>The copy of the signed contract between our company and ABC, Inc. (a nationwide, major supplier of computer software) was provided to IDED on 7/26/07. This contract is not required to be provided to IDED. There is no requirement in the application, the CEBA rules or Iowa Code that we provide you with this document. It has been shared with you to document how we intend to meet projected sales projections. If we knew this would be made available to the general public we would not have submitted it.</p>

**Required Attachments Included:**

- Original application with the confidential information included, *and*
- Copy of the application with the confidential information blacked out.

**Submitted By:** \_\_\_\_\_  
Signature (Name, Title)

**Date:** \_\_\_\_\_

<u>For IDED use only:</u>	
<input checked="" type="checkbox"/> Request approved.	<input type="checkbox"/> Request denied. <i>Reason:</i>
Date: <u>7/26/07</u>	By: <u>Tom Jones, Business Finance Project Manager</u> Signature (Name, Title)
* Notice of IDED action on request sent to applicant on <u>7/26/07</u> by email.	

## Request for Confidential Treatment Form

**1. Contact Information.** Provide the contact information of the person authorized to respond to any inquiry or action of IDED concerning this request for confidential treatment.

Name of Business: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Email address: \_\_\_\_\_

**2. Request**

<u>Application Section or Attachment</u>	<u>Legal basis for request</u>	<u>Explanation for Request</u>
1.	<p><i>Check one:</i></p> <p><input type="checkbox"/> Trade secrets [Iowa Code §22.7(3)]</p> <p><input type="checkbox"/> Reports to governmental agencies which, if released, would give advantage to competitors and serve no public purpose. [Iowa Code §22.7(6)]</p> <p><input type="checkbox"/> Communications not required by law, rule or regulation made to IDED by persons outside the government to the extent that IDED could reasonably believe that those persons would be discouraged from making them to the Department if they were made available for general public examination. [Iowa Code §22.7(18)]</p> <p><input type="checkbox"/> Other (provide legal citation e.g. reference to a state or federal law not listed above): _____</p>	
2.	<p><i>Check one:</i></p> <p><input type="checkbox"/> Trade secrets [Iowa Code §22.7(3)]</p> <p><input type="checkbox"/> Reports to governmental agencies which, if released, would give advantage to competitors and serve no public purpose. [Iowa Code §22.7(6)]</p> <p><input type="checkbox"/> Communications not required by law, rule or regulation made to IDED by persons outside the government to the extent that IDED could reasonably believe that those persons would be discouraged from making them to the Department if they were made available for general public examination. [Iowa Code §22.7(18)]</p> <p><input type="checkbox"/> Other (provide legal citation e.g. reference to a state or federal law not listed above): _____</p>	

3.	<p><i>Check one:</i></p> <p><input type="checkbox"/> Trade secrets [Iowa Code §22.7(3)]</p> <p><input type="checkbox"/> Reports to governmental agencies which, if released, would give advantage to competitors and serve no public purpose. [Iowa Code §22.7(6)]</p> <p><input type="checkbox"/> Communications not required by law, rule or regulation made to IDED by persons outside the government to the extent that IDED could reasonably believe that those persons would be discouraged from making them to the Department if they were made available for general public examination. [Iowa Code §22.7(18)]</p> <p><input type="checkbox"/> Other (provide legal citation e.g. reference to a state or federal law not listed above): _____</p>	
4.	<p><i>Check one:</i></p> <p><input type="checkbox"/> Trade secrets [Iowa Code §22.7(3)]</p> <p><input type="checkbox"/> Reports to governmental agencies which, if released, would give advantage to competitors and serve no public purpose. [Iowa Code §22.7(6)]</p> <p><input type="checkbox"/> Communications not required by law, rule or regulation made to IDED by persons outside the government to the extent that IDED could reasonably believe that those persons would be discouraged from making them to the Department if they were made available for general public examination. [Iowa Code §22.7(18)]</p> <p><input type="checkbox"/> Other (provide legal citation e.g. reference to a state or federal law not listed above): _____</p>	

**Required Attachments Included:**

- Original application with the confidential information included, *and*
- Copy of the application with the confidential information blacked out.

**Duration of Confidential Treatment:** The undersigned submits this request on behalf

**Submitted By:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
 Signature (Name, Title)

<p><u>For IDED use only:</u></p>	
<p><input type="checkbox"/> Request approved.</p>	<p><input type="checkbox"/> Request denied. <i>Reason:</i></p>
<p>Date: _____</p>	<p>By: _____          Signature (Name, Title)</p>
<p>* Notice of IDED action on request sent to applicant on _____</p>	