



CITY OF CLEVELAND
Mayor Frank G. Jackson

**INSTRUCTIONS
HAZARDOUS CHEMICALS
RIGHT-TO-KNOW CODE**

**CITY OF CLEVELAND
DEPARTMENT OF FINANCE**
Division of Assessments & Licenses
601 Lakeside Avenue, Room 122
Cleveland, Ohio 44114

Phone: 216.664.2260

Hours of Operation: 8am to 5pm Weekdays

DALPermits@city.cleveland.oh.us

When do you need a Hazardous Chemicals: Right-To-Know Registration?

When hazardous or toxic chemicals are used or stored in the workplace.

How to apply for a Hazardous Chemicals: Right-To-Know Registration

In Person: City of Cleveland City Hall, Division of Assessments and Licenses, 601 Lakeside Avenue, Room 122, Cleveland, OH 44114

By Mail: Download the Right-to-Know Registration Application. You will need the Adobe Acrobat Reader to view or print the form. Once downloaded, print the application, fill it out completely, and scan it and all other relevant materials. Once scanned, please electronically submit documents to DALPermits@city.cleveland.oh.us.

The Fee

0 – 100,000 sq.ft. ≤10 employees	\$65.00
0 – 100,000 sq.ft. >10 employees	\$200.00
100,001 – 400,000 sq.ft	\$350.00
400,001 sq.ft and over	\$550.00

PLEASE NOTE:

If your company's aggregate toxic or hazardous chemicals are less than 25 gallons or 250 pounds, and there are no highly hazardous chemicals the fee is \$65.00



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Mayor Frank G. Jackson

**HAZARDOUS CHEMICALS
RIGHT-TO-KNOW CODE
APPLICATION**

**CITY OF CLEVELAND
DEPARTMENT OF FINANCE**
Division of Assessments & Licenses
601 Lakeside Avenue, Room 122
Cleveland, Ohio 44114



Cleveland Division of Fire
1645 Superior Ave., E.
Cleveland, Ohio 44114

Phone: 216.664.2260 Hours of Operation 8am to 5pm Weekdays DALPermits@city.cleveland.oh.us

SECTION 1 – BUSINESS / APPLICANT INFORMATION

Date		Ward Number	
Name			
Address			
City	ST	Zip	
Telephone	Email		
Number of Employees			

SECTION 2 – INCORPORATION INFORMATION

Name	
State of Incorporation	Federal ID number

SECTION 3 – BUSINESS HAZARDOUS CHEMICALS CONTACT

Name	Title
Telephone	Email

<input type="checkbox"/>	CHEMICAL LOCATOR LIST ATTACHED
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SECTION 4 – FEES

<input type="checkbox"/>	0 – 100,000 sq.ft. ≤10 employees \$65.00	<input type="checkbox"/>	0 – 100,000 sq.ft. >10 employees \$200.00
<input type="checkbox"/>	100,001 – 400,000 sq.ft \$350.00	<input type="checkbox"/>	400,001 sq.ft and over \$550.00

PLEASE NOTE: If your company's aggregate toxic or hazardous chemicals are less than 25 gallons or 250 pounds, and there are no highly hazardous chemicals the fee is \$65.00

The Business/Applicant acknowledges that he/she has received and understands the Right-to-Know Code described in Codified Ordinance Chapter 393 and that they have, to the best of their knowledge and ability, complied with all of its provisions.

State of Ohio
County of Cuyahoga, ss:

_____, being first duly sworn, deposes and states that he/she is the individual making the foregoing application for registration; that the answers to the foregoing questions and other statements contained therein are true of his/her own knowledge and belief.

Sworn to before me, and subscribed in my presence, this _____ day of _____, 20_____.

Notary Seal

Signature of Business Representative

Notary Public