



**Advanced Deposits Request**  
**Cylinder Manufacture, Independent Inspector or Cylinder Requalifier**  
**under DOT's HM74 Program**

All cylinder manufacturers, independent inspectors and cylinder requalification facilities wishing to manufacture, inspect or service U.S. DOT cylinders must be approved to do so under the HM74 Inspection Program. The U.S. Code of Federal Regulations, 49 CFR 107.803, 49 CFR 107.805, 49 CFR 107.807, and 178.35(b), require that the cost of these inspections be covered by the applicants. Therefore, prior to our office conducting an inspection, you must submit a deposit in accordance with the following procedures:

**Minimum Deposit Amounts**

<b>Minimum Deposit Amounts*</b>	
<b>Facility Type</b>	<b>Deposit Amount</b>
<b>Single-site manufacturing inspection</b> - only one company/facility location will be inspected	\$5,000.00 USD
<b>Multi-site manufacturing inspection</b> - more than one company/facility location will be inspected	\$3,000.00 USD per location
<b>Single-site requalification facility inspection</b>	\$2,000.00 USD
<b>Multi-site requalification facility inspection</b>	\$1,500.00 USD per location

\*The amount of the deposit may increase if the known cost of an inspection will exceed the deposit amount.

1. The required deposit is held only to cover the cost of the DOT inspection. The success of an inspection is tied to your facilities' compliance with the Code of Federal Regulations. Your deposit is kept in escrow until the audit is completed. An inspection is completed when: the onsite inspection is completed, verification testing is completed, and a final determination is issued. When the inspection is completed, any unused funds will be returned.
2. The manufacturer must submit a deposit in one of two ways:
  - a. A deposit may be submitted in the form of a check made out to 'The United States Department of Transportation', **please indicate that the deposit is for the HM74 account**, and send to our finance office at:

DOT FAA  
Mike Monroney Aeronautical Center  
General Accounting Division, AMZ-341  
ATT: Linda Lavallo, Accountant  
P.O. Box 269039  
Oklahoma City, OK 73125-4915

- b. The deposit may be electronically submitted using the attached instructions.
3. Advanced deposits should not to be submitted until a complete application has been received and reviewed by the Office of Special Permits and Approvals (Cylinder Program Office).
  4. In the event that the expenses incurred by the U.S. Government exceed the amount of the manufacturer's deposit, a final determination will not be issued until the balance due is submitted.
  5. Again, once the approvals process is completed, all unused funds will be refunded to the applicant. Our Office will verify the contact information of the applicant and submit a request to the FAA Finance Center to issue a refund. The actual refund of the deposit is not handled by our Office. All inquiries regarding non-receipt of funds should be addressed to the FAA Finance Center at the numbers provided. Normally, these funds are returned via United States Treasury Check for companies located outside the United States.

Richard D. Tarr, Ph.D. (E21-205)  
Chief, Cylinder Program.  
US DOT, Office of Approvals  
East Building, 2nd Floor, PHH-30  
1200 New Jersey Avenue, SE  
Washington, DC. 20590-0001  
Office: 202-366-4496  
Cell: 202-280-9906  
Fax: 202-366-3308  
email: [richard.tarr@dot.gov](mailto:richard.tarr@dot.gov)  
[duane.cassidy@dot.gov](mailto:duane.cassidy@dot.gov)

PLEASE SEE BELOW FOR THE ELECTRONIC FUNDS TRANSFER FORM:

Attachment for Electronic Deposit.

**INSTRUCTIONS FOR ELECTRONIC FUNDS TRANSFER TO  
THE FEDERAL AVIATION ADMINISTRATION, U.S. DEPARTMENT OF  
TRANSPORTATION**

1. <u>RECEIVER'S ABA NO.</u> 021030004	2. <u>TYPE SUBTYPE</u> (provided by sending bank)
3. <u>SENDING BANK ARB NO.</u> (provided by sending bank)	4. <u>SENDING BANK REF NO.</u> (provided by sending bank)
5. <u>AMOUNT</u>	6. <u>SENDING BANK NAME</u> (provided by sending bank)
7. <u>RECEIVER NAME:</u> TREAS NYC	8. <u>PRODUCT CODE</u> (Normally CTR, or as provided by sending bank)
9. <u>BENEFICIAL (BNF)- AGENCY LOCATION CODE- / ALC 69-14-0001</u>	
10. <u>REASONS FOR PAYMENT</u> <i>Example:</i> PHMSA – Payment for Fine #*	

**INSTRUCTIONS:** You, as sender of the wire transfer, must provide the sending bank with the information for Block (1), (5), (7), (9), and (10). The information provided in blocks (1), (7), and (9) are constant and remain the same for all wire transfers to Research and Special Programs Administration, Department of Transportation.

**Block #1** - RECEIVER ABA NO. - "021030004". Ensure the sending bank enters this nine digit identification number, it represents the routing symbol for the U.S. Treasury at the Federal Reserve Bank in New York.

**Block #5** - AMOUNT - You as the sender provide the amount of the transfer. Please be sure the transfer amount is punctuated with commas and a decimal point. **EXAMPLE; \$10,000.00**

**Block #7** - RECEIVER NAME- "TREAS NYC." Ensure the sending bank enters this abbreviation; it must be used for all wire transfer to the Treasury Department.

**Block #9** - BENEFICIAL - AGENCY LOCATION CODE - "BNF=/ALC-69-14-0001"  
Ensures the sending bank enters this information. This is the Agency Location Code for Pipeline & Hazardous Materials Safety Administration, Department of Transportation.

**Block #10** - REASON FOR PAYMENT - "PHMSA-Payment for bill #/ Agreement #/HM74, etc.". To ensure your wire transfer is credited properly, enter the appropriated bill number and / or agreement number and country name.

**Note:** - A wire transfer must comply with the format and instructions or the Department cannot accept the wire transfer. You, as the sender, can assist this process by notifying, at the time you send the wire transfer to the General Accounting Division, C/o **Linda Lavalle:** Office (405) 954-2685, or Fax (405) 954-5284, or by email at Linda.Lavalle@faa.gov.