



**STEPS IN COMPLETING
MINE RESCUE TEAM TRAINING AGREEMENT
2020**

- ⇒ Please type the name of the company on Page 1 of each agreement EXACTLY as it appears on the corporate seal. DO NOT DATE THE AGREEMENTS.
- ⇒ Identify the liaison with DEP on Page 4 of each agreement, include a name and business address. Please note: All correspondence and contacts will be with the person named here.
- ⇒ Have your company's secretary, treasurer, or secretary/treasurer sign the last page of the agreements. BE SURE TO INDICATE THE TITLE OF THE PERSON SIGNING.
- ⇒ Signature sign the last page of the agreements.
 - ⇒ Corporation: company's president or vice-president
 - ⇒ Limited Liability Company: member or manager
 - ⇒ Partnership: General Partner
 - ⇒ Sole Proprietorship: Owner
 - ⇒ BE SURE TO INDICATE THE TITLE OF THE PERSON SIGNING.
- ⇒ Return the completed Agreements, Statement of Insurance, and the Emergency Notification and Operations Information form to the **Bureau of Mine Safety, PO Box 133, New Stanton, PA 15672**

Please return promptly

- ✓ PLEASE CHECK THAT ALL ITEMS ARE COMPLETED OR THE AGREEMENT MAY BE RETURNED TO YOU DELAYING THE FINAL ROUTING FOR SIGNATURE.

Thank you.