

**STEPS IN COMPLETING
MINE RESCUE TEAM TRAINING AGREEMENT
October 18, 2017**

- ⇒ 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.
- ⇒ Have your company's president or vice-president sign the last page of the agreements. 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, 131 Broadview Road, 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.