# Period covered: *Confirm the reporting year(s) here*

## Identification

No.: *5 digit number*

Company name: *Name of your company or organisation*

## General information

According to the Rules Governing the Fees, Éco Entreprises Québec (ÉEQ) can, in certain very specific situations and following receipts of this duly completed form, reduce the administrative fees that have been invoiced to your company’s file. Please identify the elements supporting your request according to your company’s status.

## Check the box that represent the situation of your company

**My company is eligible to a flat fee (≤ 15 mt) or (> 1M$ and ≤ 2M$) and:**

[ ]  Has registered and produced its reports voluntarily with ÉEQ

[ ]  Has been subject of minor administrative procedures by ÉEQ to claim my contribution

[ ]  Has been subject of administrative procedures by ÉEQ to claim my contribution

**My company produced a detailed report (> 15 m.t.) and (> 2M$) and:**

[ ]  Has been subject of minor administrative procedures by ÉEQ to claim my contribution

[ ]  Has been subject of administrative procedures by ÉEQ to claim my contribution

[ ]  Is in another situation, *please specify in the field below*

*Provide additional details here*

Primary contact: *First and last name*

Date:  *Click here to enter a date*

*Once duly completed, please return this document to ÉEQ by email at* *service@eeq.ca**.*