



Technical Standards and Safety Authority
 345 Carlingview Drive
 Toronto, Ontario M9W 6N9
 Tel.: 416.734.3300
 Fax: 416.231.4903
 Customer Service: 1.877.682.8772
 Email: certandexams@tssa.org
www.tssa.org

Oil Burner Technician Material Order Form

Technical Standards and Safety Act
Fuel Safety Regulation

A. CUSTOMER INFORMATION:

Note: all information must reflect the information as written on your government issued photo identification.

Application for: Student Manuals Instructor Manuals ¹ Student and Instructor Manuals ¹					For Office Use Only	
Contact Information:					Date	
Company Corporate Name (Training Provider)/Name ▼		Ontario Corporation No., if applicable ▼	TSSA Training Provider Accreditation No. & Approved Instructors Name ▼			Account No.
Name of Contact ▼		Telephone Number ▼	Email ▼			SR No.
Business Address:						
Street No. ▼	Street Name ▼		City ▼	Province ▼	Postal Code ▼	Comments
Telephone ▼		Fax ▼	Email ▼			

TSSA must be notified of any change of address or contact information.

B. OIL BURNER MATERIAL AND FEE SCHEDULE

Enter Quantity	Materials	Manual	Shipping	Subtotal	HST	Total (Including HST)	QTY	Total Fees Due
Student Manuals								
	Oil Burner Technician 3 – Student/Lab Manual OBT-3	\$ 230.00	\$ 10.00	\$ 240.00	\$ 31.20	\$ 271.20	x	=
	Oil Burner Technician 2 – Student/Lab Manual OBT-2	\$ 280.00	\$ 10.00	\$ 290.00	\$ 37.70	\$ 327.70	x	=
	Oil Burner Technician 1 – Student Manual OBT-1	\$ 180.00	\$ 10.00	\$ 190.00	\$ 24.70	\$ 214.70	x	=
Instructor Manuals								
	Oil Burner Technician 3 – Instructor Manual OBT-IM-3	\$ 440.00	\$ 10.00	\$ 450.00	\$ 58.50	\$ 508.50	x	=
	Oil Burner Technician 2 – Instructor Manual OBT-IM-2	\$ 440.00	\$ 10.00	\$ 450.00	\$ 58.50	\$ 508.50	x	=

Total Fees Due	1					
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If paying by credit card, amount in Box 1 to be entered in TSSA Service Prepayment Portal

All required fees must be prepaid for application to be processed.
Fees are non-refundable.
For payment options, see Payment Instructions



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D. METHOD OF PAYMENT⁴ & SHIPPING INSTRUCTION

Shipping Instructions (if different than above):

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Important Notes:

- ¹ Only an accredited TSSA Training Provider is eligible to purchase the Oil Burner Technician 3/2 Instructor Manuals. Orders must identify the approved instructors name and the TSSA Training Provider Accreditation Number.
- ² The cost of shipping is \$10.00 per unit ordered, we do not ship to P.O. Boxes.
- ³ TSSA reserves the right to complete application forms in accordance with the fee schedule for Oil Burner Technical Manuals.
- ⁴ TSSA will only accept pre-payments for the purchase of Oil Burner Technician Materials. The following methods of payment are accepted: Visa, Mastercard, or Cheque.
- It is mandatory that an Oil Burner Technician Manual Order form be completed and submitted to TSSA.
- Completed application must be forwarded directly to TSSA via: examinationandcertification@tssa.org or via fax 416-231-4903, faxed applications do not guarantee processing.
- Should product be received damaged the applicant must contact TSSA within 2 business days of receipt.
- All material shipped is final sale, no returns or refunds.

Applicant's Official Capacity ▼

Applicant's Name ▼

Signature

Date

("I have authority to bind the Applicant")

DD - MM - YYYY

*Information in this form is being collected under the authority of the Technical Standards and Safety Act, 2000.
 You must notify TSSA of any change in the information provided herein.*



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PAYMENT INSTRUCTIONS

TSSA use only	L #	CH #
WO # _____		

If paying by cheque, bank draft, money order, this form must accompany all applications submitted to TSSA. A separate payment form is required for each application. Please refer to our fee schedule posted on our website www.tssa.org. HST Registration No: 891131369.

Payment Options:

Credit Card - Click link below

[TSSA Service Prepayment Portal](https://forms.tssa.org/Payments/Service-Prepayment-Portal)

<https://forms.tssa.org/Payments/Service-Prepayment-Portal>

Cheque, Bank Draft or Money Order (payable to Technical Standards and Safety Authority)

Name of Applicant/Organization:

Telephone No:

Email Address:

Cheque/Bank Draft/Money Order #: _____

Mail payment along with a copy of your application to:

Attention: Accounts Receivable
Technical Standards and Safety Authority
345 Carlingview Drive
Toronto, Ontario M9W 6N9

If a copy of the application is not submitted with your payment, this will delay the processing of the application.

Dishonored Payments: A \$35 administration fee will apply for each returned item