

# Radioactive Materials Reciprocity Request

## Reciprocity of Proposed Activities from Other Agreement States or NRC Regions

Please read the following instructions before completing the Radioactive Materials Reciprocity Request Form.

**For NRC or other Agreement State licensees** seeking to conduct activities in Vermont under Reciprocity for the first time in a calendar year (January 1 through December 31), submit a completed Radioactive Materials Reciprocity Request and a copy of the Agreement State or NRC-specific license you wish to have recognized for your work in Vermont. The Health Department must receive this filing at least three days before the licensee engages in licensed activities under the Reciprocity Authorization, which Vermont will provide if the reciprocity request is approved.

If the licensee is unable to provide three days' advance notice due to an emergency or other reason, the Health Department may, **at its own discretion**, waive the time requirements specified above for the filing, provided the licensee:

- a. Informs the Health Department by phone, fax or email of initial activities or revisions to the information on the original submission (e.g. additional locations of work or changes to the radioactive materials or work activities);
- b. Receives written authorization for the activity from the Health Department; and
- c. Submits the original Radioactive Materials Reciprocity Request, a copy of the Agreement State or NRC license, and any required attachments within three days after notification.

**Non-Vermont licensees** seeking to conduct activities in Vermont under reciprocity should file the Radioactive Materials Reciprocity Request and supporting documents to the Health Department as follows:

Fax: 802-863-7483

Mail: Vermont Department of Health  
Environmental Health  
Radiological Health Program  
280 State Drive  
Waterbury VT 05671-8350

Email: [AHS.VDHRadiologicalHealth@vermont.gov](mailto:AHS.VDHRadiologicalHealth@vermont.gov)

**NOTE: Activities, including storage, conducted in Vermont under reciprocity, are limited to a total of 180 days in any calendar year. If your work is more than 180 days, you must obtain a Vermont radioactive materials license. Failure to file a reciprocity application and/or notification may result in civil or criminal penalties.**

The Health Department may conduct inspections of activities performed by licensees operating in Vermont under reciprocity at the listed worksite locations.



# Radioactive Materials Reciprocity Request Form

**TYPE OF REQUEST:** INITIAL  CHANGE

**Submit form to:**

Vermont Department of Health  
Environmental Health  
Radiological Health Program  
280 State Drive  
Waterbury VT 05671-8350

Fax: 802-863-7483  
Email: [AHS.VDHRadiologicalHealth @vermont.gov](mailto:AHS.VDHRadiologicalHealth@vermont.gov)

1. Company Name:		
2.. Contact Person:		
3. Address:		
4. City:	5. State:	6. Zip Code:
7. Telephone:	8. Fax:	9. Email Address:
10. Location of Work (Worksite):		
11. Duration of Work:		
12 . Local Contact:		
13 . Device and Model Number:		

14. Activity and Isotope Used:
15. Intended Use: (e.g., well logging, industrial radiography, mobile nuclear medicine, portable gauge, leak testing and/or calibration).
16. NRC or Agreement State License Number:

**Note: Do not include proprietary information and personally identifiable information (such as home address, home telephone number, social security number, and date of birth) unless it is absolutely necessary or requested by the Vermont Department of Health.**

**Submit ALL the following:**

- **Copy of the NRC or Agreement State license**
- **Operating and emergency procedure manuals**
- **Training Certificates or proof of training of individual users, if not listed on the license**
- **A reciprocity fee of \$1,300.00 (check or money order payable to the Vermont Department of Health)**

**Certification** (must be signed by the applicant)

I, the undersigned, hereby certify that:

- a. All information on this form is true and accurate.
- b. I am required to comply with Vermont law and regulations pertaining to all byproduct material, source material, special nuclear material, and naturally occurring or accelerator produced radioactive material which I possess and use in Vermont, under reciprocity for which this request is filed with the Vermont Department of Health.
- c. Activities, including storage, conducted in Vermont under another Agreement State, NARM-licensing state or NRC license based in non-agreement states, are limited to a total of 180 days in a calendar year. Otherwise, I will apply for a Vermont radioactive materials license.
- d. I may be inspected by the Health Department at the listed worksite locations. I further understand that such notification of work scheduled must be received by the Department no less than three days in advance of the scheduled work.

- e. I understand that the conduct of any activities not described herein, including conduct of activities on days or at locations different from those described above or without Health Department authorization, may subject me to enforcement action, including civil or criminal penalties.

Certifying Officer:	Certifying Officer Signature:	Date:

**FOR VERMONT DEPARTMENT OF HEALTH USE ONLY**

Approved by:	Signature:	Date:

Total Usage – Days to Date in Calendar Year