

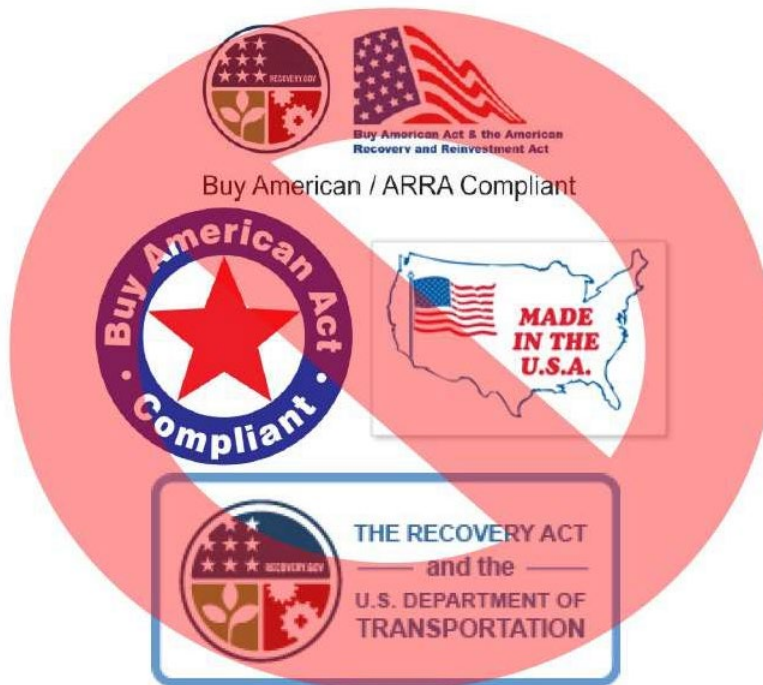
Use the following information as a guide to ensure Certification Letters provided have the essential elements to meet compliance requirements.

Key Elements of a Certification Letter

There are five (5) key elements in a certification letter:

- ❖ What is the product?
 - The letter should list the specific(s) delivered to the project site.
- ❖ Where was it made?
 - The letter should include the location(s) of the foundry/mill/factory where the product was manufactured (City and State).
- ❖ To Whom was it delivered?
 - The letter should include the name of the project and/or jurisdiction where the product was delivered.
- ❖ Signature of company representative
 - The letter should be on a company letterhead.
- ❖ Reference AIS requirements
 - The letter should clearly indicate AIS requirements, especially if the letter references other domestic preference laws.



NOTE: Other "Buy American" letters do not work for EPA's AIS Requirement.



Example of Certification Letter

See example below with all five (5) key elements present:

Certification Letters Examples



ATTACHMENT 01 62 13-01
CERTIFICATION OF COMPLIANCE
AMERICAN IRON AND STEEL

11/30/17

Emmett Brown's Welding & Tank Company
1640 Riverside Drive
Hill Valley, CA

Subject: American Iron & Steel Certification for Project OUTATIME1985
South Elevated Water Storage Tank Rehabilitation
City of Twin Pines, CA

I, certify that the bending, forming, rolling, cutting processes for manufacturing the following products and/or materials shipped or provided for the subject project are in full compliance with the American Iron & Steel requirement as mandated in EPA's State Revolving Fund Programs.

Item, Products, and/or Materials:

1. Roof Handrail
2. Painter's Rail
3. Flap Gate

Such processes took place at the following location(s):
Our shop located at 9303 Lyon Drive, Hill Valley, CA.

If any of the above compliance statements change while providing material to this project we will immediately notify the prime Contractor and the Engineer.

Respectfully,
Doc Emmett Brown
CEO, Emmett Brown's Welding & Tank Maintenance

AIS elements:

- Project reference
- Specific list of products
- Location of manufacturing (city and state)
- Signature of a company representative
- AIS reference

Common Mistakes in AIS Certification Letters

- ❖ Manufacturers not referencing specific project and product information
- ❖ Suppliers or customers relying on "Made in the USA" stampings or stickers as proof of AIS compliance
- ❖ Manufacturers misinforming suppliers or consultants on AIS certification requirements
- ❖ Manufacturers not referencing AIS requirements for the SRF
- ❖ Certification letters from suppliers instead of a manufacturer