

PLEASE FOLLOW INSTRUCTIONS CAREFULLY

FEE PAYMENT INSTRUCTIONS:

Complete the right-hand portion of this fee invoice form and mail it with the fee payment to:

**Wisconsin Emergency Management
Fee Processing Service
Drawer 988
Milwaukee, WI 53293-0988**

Make checks payable to: *Wisconsin Emergency Management*
Mail this Fee Invoice Form along with payment to ensure proper application of the payment to your facility's account. *New facilities will be issued a WEM ID # by WEM; mail first-time submittal forms & payments directly to WEM in Madison (see address below).*

PROGRAM DOCUMENTS SUBMISSION:

The original Wisconsin Inventory Fee Statement, Tier Two Report Form with attached site plan and any other correspondence or documents should be mailed to:

**Wisconsin Emergency Management
Facility Reporting Section
P.O. Box 7978
Madison, WI 53707-7978**

Please Note: The information you provide to WEM will be entered by WEM staff in order that it is received. When entered into the system, the info will be available to LEPC's and local Fire Departments, & this meets the requirement to provide this info to them.

**WISCONSIN EMERGENCY MANAGEMENT
Form DMA-1160**

2011 INVENTORY FEE INVOICE
(For chemicals present during calendar year 2010)

WEM Facility I.D. #:
[see #1 of fee statement]

Operator's Federal
Employer Identification
Number (FEIN/EIN):
[see #2 of fee statement]

Facility Name:
Facility Address:
City, State, Zip:
County of:

Fee Type: **I—Inventory**

Payer Check #:

(1) Annual Inventory Fee:
[see #12(e) of fee statement] \$

(2) Late Payment Surcharge:
[see #12(f) of fee statement] \$ *20% of Fee paid after
March 1, 2011*

(3) Total Fee Payment:
[see #12(g) of fee statement] \$

Return This Invoice Form with Fee Payment to:

**Wisconsin Emergency Management
Fee Processing Service
Drawer 988
Milwaukee, WI 53293-0988**

