

STATE OF NEW HAMPSHIRE

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JAMES H. HAYES SAFETY BUILDING
33 HAZEN DRIVE, CONCORD, NH 03305
TDD Access: Relay NH 1-800-735-2964

April 30, 2020

To: Licensed Motor Fuel / Bio-Diesel Distributors, Alternative Fuels Dealers, and Transporters

Subject: Renewal applications to be available in the New Hampshire Automated Fuel Toll System

Dear Licensee:

All Motor Fuel Distributor, Alternative Fuels Dealer, Bio-Diesel Distributor, and Motor Fuel and Petroleum Products Transporter licenses are due to expire on June 30, 2020. License renewal applications will be made available online in the AFTS on April 30, 2020. Each license renewal application is for license year July 1, 2020 through June 30, 2021.

Our office requires licensees electronically submit any required renewal application as soon as possible. This is to give our office sufficient time to process the application so the license renewal is in effect by July 1, 2020. For instructions on how to complete the Renewal Application, please go to the [Road Toll Website](#) under Notice to NH AFTS Licensees. We understand that these are difficult times and we are here to help you every step of the way to get this done.

License approvals will be processed near the end of June 2020. Once an application has been approved, the system will send a notification to the e-mail listed for your company. Your company subsequently may access its new license certificate in the AFTS by going to the approved renewal registration and selecting "View Certificate"; your company may print, e-mail, and save a copy of its new license certificate.

Please note: to conduct any business in the State of New Hampshire your business name must be registered with the NH Secretary of State, Corporate Division office. If your company is not currently registered, or has not filed its year 2019 annual report, the Road Toll Bureau cannot process your renewal application. Your company can contact the NH Secretary of State, Corporate Division at (603) 271-3246, or go to the NH Secretary of State website at <https://quickstart.sos.nh.gov> for more information.

Should you have any questions, please feel free to contact this office at (603) 271-2311.

Sincerely,

A handwritten signature in black ink that reads "Eric G. Marshall".

Eric G. Marshall Road Toll
Administrator