

## Adding a New Use Location

Request in writing:

- Reference your radioactive materials license number
- Tell us the full street address of the new use location, including suite or room number as appropriate.
- Include a floor plan of the area of the building where the materials will be used.
- A list of nuclides, the maximum activities of the nuclides at any given time and annual amounts (activities), called the annual possession quantity, that will be used or stored at the new use location.
- Any uses for the new location that are different from your current licensed activities.
- A fully completed attachment L for the new location - the facility manager or building engineer can assist you with the needed information.
- A sketch of the roof showing where the out-flow stack(s) is/are located and where the air intake is on your building and where the air intake is on the nearest building to you. Include properly oriented compass directions on the sketch.
- If we determine that this is a second location, the next time you are billed you will be billed for the additional location - an increase of 50%. For example, if you paid \$2370 for the single use laboratory location at your current address. For two locations the cost is now \$3555.
- Tell us when you plan to be operational at this new location.
- Sign the letter, then either scan or email to me, fax, or snail mail.

We will amend your license to add the new location.

We will either do a site visit prior to issuing the amendment or during our next inspection.

### Contact information:

Anine Grumbles  
Department of Health  
Office of Radiation Protection  
P.O. Box 47827  
Olympia, Washington 98504-7827

Phone: (360)236-3222  
Fax: (360)236-2255  
anine.grumbles@doh.wa.gov