American Petroleum Institute
Monogram Program™/APIQR™

API
Monogram/APIQR
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October 25, 2022

Dear Monogram Licensees and APIQR Registrants,

As a reminder, API combined Monogram and APIQR annual invoices this year to simplify billing for program participants, and we want participants to know that we are making another change: combined 2023 annual invoices will be issued this December rather than immediately after the New Year as had been done in years past. Licensees and registrants will have the usual 45 days to submit payments, but they will have the option to pay before year end if they so choose. Note that Perforator annual invoices will be issued as usual in February 2023.

The annual invoicing process operates more smoothly if licensee and registrant information in myCerts is accurate. To ensure the accuracy of the information, API is asking all participants to review and, **if necessary by November 15, 2022, update** their company's information in myCerts. In particular, we suggest participants confirm the accuracy of the following:

- Name and address of facility
- Billing contacts and addresses
- Current licenses and registrations (please withdraw those not being renewed in 2023)

API appreciates your participating in the Monogram/APIQR Program and taking the time to review your myCerts account(s). If you have questions, please submit them through the Monogram/APIQR contact page at www.api.org/ContactMonogram.

Sincerely,

Senior Director, Monogram/APIQR Program