



American Petroleum Institute  
Monogram Program™ / APIQR™



API  
Monogram/APIQR  
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October 17, 2023

Dear Monogram Licensees and APIQR Registrants,

API plans to issue 2024 Monogram/APIQR Program Annual Fee invoices in early December. To make sure that this process goes smoothly, we would appreciate licensees and registrants taking a moment to review and, **if necessary by November 15, 2023, to update** any company, licensing, or registration information in myCerts that needs to be changed. In particular, licensees and registrants should confirm the accuracy of the following:

- Name and address of facility
- Billing contact and address (click on Billing Contract Name in myCerts to edit)
- Current licenses and registrations (please withdraw those not being renewed in 2024)

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](http://www.api.org/ContactMonogram).

Sincerely,

Senior Director, Monogram/APIQR Program