ABSA
the pressure equipment safety authority

Please submit to:
9410 – 20th Avenue
Edmonton, AB T6N 0A4
Tel (780) 437-9100 Fax (780) 437-7787 **OR Email: records@absa.ca**
AB-324 2026-06

AB-324: ABSA CONTACT UPDATE FORM

NOTE: Please use this form to provide notification of changes in contact information for ABSA accounts. **Specifically:** invoicing emails, account contacts, and / or emails for receiving **Certificate of Inspection Permits (COIP)**.
Please contact records@absa.ca directly to update the physical address information under your account.

Please submit the completed form to: records@absa.ca.

ABSA Account Information:	ABSA Account ID: **OR** Vessel Registration A#:	Full Account Name:

Primary Invoice Contact Email:	
Secondary Invoice Contact Email:	

Account Contact or Person Responsible for Pressure Equipment	**Last name**, First name: **Position / Title:**	
Phone:	Cell:	Email:

Secondary Account Contact or Person Responsible for Pressure Equipment	**Last name**, First name: **Position / Title:**	
Phone:	Cell:	Email:

Pursuant to section 33 of the Pressure Equipment Safety Regulations, a Certificate of Inspection Permit is required to operate your pressure equipment.

Section 33: Certificate of Inspection Permit – Excerpt:

(1) A boiler, pressure vessel, fired-heater pressure coil or thermal liquid heating system shall not be operated unless:

(a) a certificate of inspection permit has been issued in respect of it, and

(b) all the terms and conditions, if any, of the permit have been met.

To better serve our clients, ABSA has transitioned to an electronic Certificate of Inspection Permit system. The blue paper copies will no longer be mailed. You are still required to have and retain the Certificate of Inspection Permit, but you will only receive it by email (PDF Format) for your records.

Certificate of Inspection Permits can only be provided to the Owner or their designate. Please provide the respective email address(es) to receive Certificate of Inspection Permit below and submit via this form or a written email to records@absa.ca. **Please contact records@absa.ca directly to update your physical address information**.

The email address(es) below will receive Certificate of Inspection Permit(s) for your entire account.

NOTE: Please forward the Certificate of Inspection Permit to the respective site staff for their records and compliance.

Certificate of Inspection Permit Email 1:	
Certificate of Inspection Permit Email 2:	

The personal information collected on this form is for keeping pertinent ABSA account contact information up to date. This is for the purposes of: for invoicing, contacting individuals for pressure equipment inspections, and to electronically distribute Certificate of Inspection Permits. This personal information collection is authorized by section 4(c) of the Protection of Privacy Act and will only be used for this purpose. If you have any questions about the collection of personal information, you may contact ABSA at generalinq@absa.ca or by mail to ABSA, 9410 20 Ave. NW, Edmonton, AB, T6N 0A4.