

Renovation, Repair and Painting (RRP) Program

Application for Registration of Renovator Certification

COMPLETE THIS APPLICATION IF YOU ARE CERTIFIED AS A
RENOVATOR IN ANOTHER STATE OR BY AN EPA-ACCREDITED
TRAINER AND WANT TO WORK IN WASHINGTON STATE.

**IF YOU TOOK THE RRP CLASS IN WASHINGTON STATE
WITH A WASHINGTON-ACCREDITED TRAINER,
DO NOT FILL OUT THIS APPLICATION.**

PRIVACY STATEMENT

Personally identifiable information (PII) is information that can distinguish or trace someone's identity. Personal information includes such things as your name, address, date of birth, last four of the social security number, and phone number. We only collect PII when you provide it to us by:

- Filling out an application
- Completing a RRP or LBPA class and providing it to the training provider who sends it to us.
- Sending us an email
- Mentioning it over the phone

The PII we collect is required by law in order to process the individual or firm certification. We will store this information for our records. Information provided to the Department of Commerce may be subject to public records requests pursuant to Ch. 42.56 RCW.



www.commerce.wa.gov/lead

Application Instructions to Register Out-of-State and EPA Renovator Certificates

In Washington, two RRP certifications are required before offering work on pre-1978 residential dwellings (single-family or multi-family) or child-occupied facilities (daycares, preschools, elementary schools):

- Renovator (An individual enrolls in an RRP training course and receives certification)
- Firm (A company representative applies for certification)

Who should use this application?

- Individuals who took Renovator training outside the state of Washington or in an EPA jurisdiction
- Individuals who took an E-Learning (online) RRP course from a training provider who is not accredited in Washington State

Washington state certificates must cite Washington Administrative Code (WAC) 365-230 on all Renovator and Firm certificates. If your renovator certificate does not have WAC 365-230, you will need to complete this application.

Applications are processed in the order received. Incomplete applications may be denied. Once your application is approved for certification, a Washington renovator registration certificate will be emailed to the applicant's email address provided on the application. Any questions regarding the status of your application should be directed to dano.summers@commerce.wa.gov.

The Washington registration certificate needs to accompany your current renovator certificate (with the photo on it) in order to be valid. All individuals working in Washington MUST be employed with an RRP firm certified by the Washington State Department of Commerce.

Application Instructions

STEP 1: Complete the application, leaving no blank spaces. The individual must complete, sign and date this application. If any of the information is missing, it WILL slow down the process and could result in a denial of the application.

STEP 2: Make a copy of your current renovator certificate and attach it to the application.

STEP 3: Provide a check or money order, payable to Commerce, for the non-refundable processing fee of \$25.

STEP 4: Mail your application, a copy of your renovator certificate, and the required \$25 processing fee to the Department of Commerce. Avoid using specialty mail services such as certified mail, overnight, FedEx, priority, etc.

The mailing address is:

**Department of Commerce
Lead-Based Paint Programs
PO Box 48301
Olympia, WA 98504-8301**

****READ ALL INSTRUCTIONS BEFORE COMPLETING APPLICATION****

Important: Use this form only to apply for Washington State **registration** as a Renovator or Dust Sampling Technician when you hold a certification issued by another authorized state, tribe, or EPA program.

All fields must be completed. Incomplete applications will not be accepted. Please type or print clearly.

If the applicant's Renovator certificate has WAC 365-230 on it, this application is not necessary.

1. Applicant Information

Full Name (as it appears on your driver's license or state ID card):

First name Middle Name Last Name

Name as it appears on your Renovator certificate: _____

Previous Names used for Renovator certification: _____

Date of Birth: _____ Email: _____

Personal Telephone: _____ Work (desk or cell) Phone: _____

Home Address: _____
Street or PO Box City County State Zip+4

2. Business/Employer Information

Official Business Name as it appears on WA State business license: _____

UBI Number: _____ (example: 600 123 456) Business Telephone: _____

Is this business currently certified in the Washington State Renovation, Repair and Painting Program? Yes___ No___
If **Yes**, provide the firm certification number: **R**_____. RRP firm certification numbers for Washington State begin with R.
If **No**, you must submit an RRP Firm Application found on our website www.commerce.wa.gov/lead.

3. Individual Certification

I have a current certification issued by _____ (list state, tribe, or EPA).

Copy of my current card (front and back) and/or certificate (with your picture on the certificate) is attached.

4. Processing Fee

Submit a check or money order payable to Commerce in the amount of \$25.00. **Processing fee is non-refundable.**

5. Certification and Signature

I certify that I have read and will comply with Washington Administrative Code (WAC) 365-230; and I understand that failure to comply with those requirements may result in monetary penalties and/or suspension or revocation of my certification. I also certify that information given in this application is complete and accurate to the best of my knowledge.

Signature of Applicant _____ Date _____

Mail your completed application, certificate and fee to:

**Department of Commerce
Lead-Based Paint Programs
PO Box 48301
Olympia, WA 98504-8301**