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. The firm's name, address, phone number and certification information is used to populate lists of certified firms posted on our website. Information provided to the Department of Commerce may be subject to public records requests pursuant to Ch. 42.56 RCW.



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

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Application for Renovator Registration Renovation, Repair, and Painting Program

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, DO NOT use this application.

1. Applicant information					
Full Name (as it appears on your d	river's license or state ID	card):			
First name	Middle Name	Last Name			
Name as it appears on your Renov	vator certificate:				
Previous Names used for Renovat	or certification:				
Date of Birth:	E	mail:			
Personal Telephone:		Work (desk or cell) Phone:			
Home Address:					
Street or PO Box	City	County	State	Zip+4	
2. Business/Employer Information	n				
Official Business Name as it appea	rs on WA State business	license:			
UBI Number:	(example: 600 1	.23 456) Busines	s Telephone:		
Is this business currently certified If Yes , provide the firm certification If No , you must submit an RRP Fire	n number: R	RRP firm certifica	ition numbers for Wash	Yes	
3. Individual Certification					
☐ I have a current certification issued by					
Copy of my current card (front and back) and/or ce	ertificate (with your pi	cture on the certificate)	is attached.	
4. Processing Fee Submit one check or money order processing fee is non-refundable.				pplication packet. The	
5. Certification and Signature					
I certify that I have read and will c with those requirements may resu information given in this application	lt in monetary penalties o	and/or suspension or r	evocation of my certific		
Signature of Applicant		Date			
	Mail your complete	ed application, certification	ate and fee to:		

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