

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

