

Renovation, Repair, and Painting (RRP)

Application for Registration of Individual Certification

USE THIS APPLICATION ONLY IF YOU ARE CURRENTLY CERTIFIED AS A RENOVATOR OR DUST SAMPLING TECHNICIAN BY EPA OR ANOTHER EPA-AUTHORIZED STATE.

Application fee is non-refundable. Contact us before submitting the application if you have a question.

Contractors, including those in specialty trades, performing renovation, repair, and painting projects in Washington State on pre-1978 residential dwellings, child-care facilities, and schools must obtain certification in the Renovation, Repair and Painting (RRP) Program regardless if lead paint is present. The construction firm must have a certified renovator on staff who follows specific work practices to prevent lead contamination if lead-based paint is present. Property managers and Landlords who perform repair and maintenance activities in pre-1978 rental housing, or space rented by child-care facilities, must have a certified renovator on staff as well as a firm certification. Property managers and Landlords may hire an RRP certified firm that employs a certified renovator in lieu of becoming RRP certified.

Who should use this application?

- **Individuals who took Renovator or Dust Sampling Technician training outside the state of Washington through a training provider who is not accredited in Washington State.**
- **Individuals who took an online refresher course from a training provider who is not accredited in Washington State to provide training in that discipline through an online course.**
- **Individuals who hold a Renovator or Dust Sampling Technician certification issued by another state, tribe, or EPA program.**

Washington State certificates must cite Washington Administrative Code (WAC) 365-230 on all Renovator, Dust Sampling Technician, and Firm certificates. If you do not have WAC 365-230 on your Renovator or Dust Sampling Technician certificate, you will need to complete this application. However, if you took classroom training in Washington State, please call us before completing this form at 360.725.5088.

Applications may take 90 days to process. Incomplete applications may be denied. Once your application is approved for certification, you will receive a certificate by email to the email address you provided on this form. Any questions regarding the status of your application should be directed to dano.summers@commerce.wa.gov.

Follow the steps below for completing the application process. All information is necessary to process your application. Incomplete applications will not be accepted. Submit a separate application for each specialty (either Renovator or Dust Sampling Technician).

STEP 1

- Complete the Renovation, Repair, and Painting (RRP) Application for Registration of Individual Certification **LEAVING NO BLANK SPACES**.
- Each field on the application must be completed or marked 'N/A' for not applicable.
- Indicate in Section 1 whether you are registering a Renovator or Dust Sampling Technician certification. You must use a separate application for each discipline.
- In Section 2, print your name as it appears on your driver's license or state identification card.
 - Print your name as it appears on the certificate issued by the training provider.
 - Print any previous names used by you on any Renovator, Dust Sampling Technician, or firm certifications.
 - Provide your date of birth.
 - Provide a current email used by you. Your Washington State certificate will be mailed to this email.
 - Provide your personal telephone number and work telephone number.
 - Provide your home address.
- In Section 3, print the Name of the Business or Employer.
 - Indicate whether the firm is certified in Washington State. If Yes, provide the certificate number which will start with the letter 'R.' If No, the firm must complete an Application for Firm Certification. Both the individual worker and the firm must be certified in Washington State to perform work on RRP projects.
 - Provide the Unified Business Identifier (UBI Number issued by the State of Washington as a unique identifier for your business.)
 - Provide the business telephone number and address.
- In Section 4, provide the name of the governing state, tribe or agency (EPA) who issued your Renovator or Dust Sampling Technician certification.
 - Provide the number of your certification and the date of expiration as shown on your current certificate.
- Submit a check or money order, payable to Commerce, for the non-refundable process fee of \$25.00.
- Attach a copy of your current Renovator or Dust Sampling Technician certificate to the application.

STEP 2

Review WAC 365-230 and become familiar with the requirements as they apply to firms and individuals. Copies of the WAC are available on our website, www.commerce.wa.gov/lead.

STEP 3

The Applicant must read the Certification on the bottom of the application form then sign and date the application.

STEP 4

Mail your application with the required \$25.00 non-refundable processing fee, payable to Commerce, and attach a copy of your current Renovator or Dust Sampling Technician certificate. The application must have an original signature. Copies are not acceptable. Submit the application, processing fee, and copy of your Renovator or Dust Sampling Technician certificate to:

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



Department of Commerce

Lead-Based Paint Programs



****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 by another state, tribe, or EPA program.

All fields must be completed. Incomplete applications will not be accepted. Applications may take up to 90 days to process.

Please type or print clearly

1. Applicant Status

- Currently certified as a Renovator by another state, tribe, or EPA program
- Currently certified as a Dust Sampling Technician by another state, tribe, or EPA program

2. Applicant Information

Full Name as it appears on your driver's license or state ID card: _____
First name Middle Initial Last Name

Name as it appears on your Renovator or Dust Sampling Technician certificate: _____

Previous Names used for Renovator or Dust Sampling Technician certification: _____

Birth Date: _____ Email: _____

Personal Telephone: _____ Work Telephone: _____

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

3. Business/Employer Information

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

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

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

Business Address: _____
Street Address City County State Zip+4

4. Individual Certification

- I have a current certification issued by _____ (list state, tribe, or EPA). My certification number is _____ Expiration date: _____
- Copies of my current card (front and back) and/or certificate (with your picture on the certificate) are attached.

5. Fees

- I am submitting a **non-refundable** check or money order payable to Commerce in the amount of \$25.00. Payment is for processing the application and not a guarantee that the application will be approved.

6. 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 form, fee, and certificate to:
Commerce/Lead-Based Paint Program, PO Box 48301, Olympia, WA 98504-8301