Renovation, Repair, and Painting (RRP) Firm Certification Application

Revised May 1, 2014
Application Instructions
Renovation, Repair, and Painting Firm Certification

Firms performing renovation, repair, and painting projects in Washington State that disturb lead-based paint in pre-1978 homes, child care facilities and schools must be certified and must follow specific work practices to prevent lead contamination. Property owners who perform these projects in pre-1978 rental housing or space rented by child-care facilities must be certified and must follow the lead-safe work practices required by the Renovation, Repair and Painting rule (RRP).

Who should use this application?
- Firms applying for Washington State RRP certification for the first time.
- Firms wishing to renew their certification for RRP.

Follow the steps below for completing the application process.

**STEP 1**
Complete the application for *Renovation, Repair, and Painting Firm Certification*.

**STEP 2**
Review [WAC 365-230](#) and become familiar with the requirements as they apply to firms and employees.

**STEP 3**
Read and sign the Letter of Compliance on the bottom of the application form.

**STEP 4**
Mail your application packet with the required $25 fee for each firm application. Application fee is non-refundable. Send check or money order made payable to Commerce and completed application to:
- Department of Commerce
- Lead-Based Paint Programs
- PO Box 42525
- Olympia WA  98504-2525.

**Liability Insurance.** Renovator companies are solely responsible for obtaining appropriate insurance for renovation activities, and for ensuring that each employee performing renovation work is properly trained.

**How to Apply for Re-certification.**
Firms must be re-certified every five (5) years for renovation, repair, and painting activities. To ensure that your firm will be re-certified before its current certification expires, you should submit this application again well before the expiration date.
Renovation, Repair, and Painting
Firm Application

☐ Initial Certification  ☐ Recertification  Certification #: ________ (if applicable)

Name of Firm: ________________________________

Type of Firm:  ☐ Contractor  ☐ Consultant  ☐ Property Management  ☐ Other
If you checked Other, please describe: ________________________________

Uniform Business Identifier (UBI): ________________________________
(Or explain why you do not have one) ________________________________

Mailing Address: ________________________________________________________________
Street or PO Box __________________ City __________________ State __________ Zip+4

Physical Location: ________________________________________________________________
(If different from above) Street Address __________________ City __________________ State __________ Zip+4

Contact Person: __________________________________ Telephone: ________________________________

Email Address: ________________________________ Web Site: ________________________________

☐ Lead-Safe Logo. Check this box if you want the Department of Commerce to e-mail a .jpg file of the lead-safe logo to the e-mail address provided on this application.

Documentation Required
• Completed, dated, and original signature on the application.
• Non-Refundable Application Fee: Check or Money Order in the amount of $25.00 payable to Commerce.

Other Information
• Applicant certifies that the firm will:
  o employ a Certified Renovator to conduct renovation activities;
  o follow the standards for conducting renovation activities as prescribed in WAC 365-230;
  and
  o maintain all records as required by the WACs.

Lead-Based Paint Renovation Violation(s): Does the firm have any past, present, or pending lead-based paint violations of EPA, State, U.S. territory, or Indian tribal land(s) regulations? If yes, please attach a written explanation.    Yes ☐    No ☐

I certify that I have read and shall comply with Chapter 365-230 WAC, and that the information and documentation given in this application is complete and accurate to the best of my knowledge.

Signature: ___________________________________________ Date: ________________________________
Print Name: ___________________________________________ Title: ________________________________

NOTE: Any changes to the information listed in this application must be reported to the Department of Commerce within 30 days.

Mail Completed Application and Fee to: Department of Commerce
Lead-Based Paint Programs
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Olympia, WA  98504-2525

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