

Lead-Based Paint Activities Firm Certification Application

Lead-Based Paint Abatement
Lead Inspection
Lead Risk Assessment
Lead Hazard Screen
Post-Abatement Clearance Testing

Revised February 2016

SEE SEPARATE APPLICATION FOR RENOVATION, REPAIR, AND PAINTING (RRP) CERTIFICATION



Department of Commerce

Innovation is in our nature.

Lead-Based Paint Programs

Application Instructions Lead-Based Paint Firm Certification

Who should use this application?

- Firms applying for certification for the first time.
- Firms applying for re-certification for lead-based paint activities.

Follow the steps below for completing the application process.

STEP 1

Complete the form *Application for Lead-Based Paint Certification of a Firm* including those items listed in the Application Checklist.

STEP 2

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

STEP 3

Read and sign the Letter of Compliance on the bottom of the application form. The letter of compliance must be signed by a corporate officer, firm owner, or authorized agent of the firm.

STEP 4

All firms must be licensed to do business in the state of Washington. Submit documentation that the firm meets one of the following:

Registered Contractors – You must provide proof that you are a currently registered contractor with the department of Labor and Industries, including meeting the requirements for surety bond and insurance. This documentation is available from your local L&I office or you can print it from the L&I website at www.lni.wa.gov, click on the Trades and Licensing link.

OR

Environmental Consultants - If your firm is not a WA state-licensed contractor, you must include documentation that the firm has in force a business insurance policy (e.g., liability, errors and omissions) in the minimum amount of \$500,000.

NOTE: If you are not currently licensed to conduct business and construction activities in Washington State, you should contact the Business Licensing Service and Department of Labor and Industries to determine your requirements for licensing, contractor registration and worker compensation prior to performing abatement work in this state. Contact the Secretary of State's office for information regarding registering as a Washington Corporation.

STEP 5

Mail your application packet with the required \$25 fee for each firm application. Send check or money order made payable to Commerce and completed application to: Commerce/Lead-Based Paint Program, PO Box 42525, Olympia WA 98504-2525.

NOTE:

Firms Completing Applications for Individuals For Lead-based Paint Activities (Abatement, Inspection, Risk Assessment)

If the firm assists in completing applications for individuals who are applying for certification under lead-based paint activities, please be aware of the following:

- Individuals must have an address and phone number different from the firm's.
- Individuals must sign and date the application.
- Commerce forwards all correspondence to individuals who have signed the application attesting to their willingness to comply with the work practice standards found WAC 365-230-200.
- Commerce forwards copies of the individual's approval letter and certificate to the firm upon written request of the applicant; however, the approval letter, identification badge, and certificate remain the property of the individual.



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LBP

Application for Certification – FIRM Lead-Based Paint Activities

Application must be complete and legible

New Recertification- timely Recertification- expired Certification number: _____ Expiration date: _____

Official Firm Name as on Business License*: _____

DBA or Registered Tradenames*: _____

**Entry into our database and firm certificates will be issued in the Official Firm Name with any DBA as a secondary title.*

Firm Mailing Address: _____

Number

Street

Suite

City

State

Zip Code

Business Phone: _____ Website: _____

Uniform Business Identifier (UBI): _____ Contractor Registration: _____

Firm Physical Address: _____

(If different from above)

Number

Street

Suite

City

State

Zip Code

Contact Information *(Officer, Owner or Authorized Agent)*

Name: _____ Title: _____

Contact Phone: _____ Email: _____

Application Checklist

- Application Completed and Signed
- Application Fee (\$25 for each firm) payable to Commerce
- Proof of bonding/insurance as required by WAC 365-230-170
- Copies of certificates of all Lead-Based Paint Abatement professionals on staff

Lead-Based Paint Activity 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

Letter of Compliance

I attest that I am an officer, legal owner or authorized agent of the above listed firm and that the firm will employ only appropriately certified employees to conduct lead-based paint activities, and that the firm and its employees will follow the work practice standards set forth in WAC 365-230-200 for conducting lead-based paint activities.

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

Signature: _____ Date Signed: _____

Print Name: _____ Title: _____

Email: _____ Phone: _____