



APPLICATION FOR CERTIFICATE OF COMPETENCY MASTER OR ASSOCIATE INSTALLER OF ON-SITE SEWAGE SYSTEMS (OSS)

Check one: Certification Renewal Application Initial Certification Exam Application Exam Application

Name of Applicant _____

Name of Master Installer _____ Name of Business _____

Business Address of Applicant _____ (City) _____ (Zip) _____

Business Telephone (_____) _____ Fax #, if applicable (_____) _____

E-mail address _____

Place of business known as _____

Residence Address _____ (City) _____ (Zip) _____

Residence Telephone (_____) _____

Washington State Contractor Registration Number _____ (Provide Copy)

Continuing Education Training during the year 2019

Continuing Education Training (Title 13.20.030, C, 3, B)		
List training courses/sessions attended during the year 2019 APPLICANTS MUST ATTACH A COPY OF THE CERTIFICATE(S) OR OTHER PROOF OF TRAINING COURSE ATTENDANCE. If more than two courses/sessions were attended, please list these on an additional page.		
Date	Course/Training	Location

ATTACH A COPY OF THE / YOUR CURRENT WASHINGTON STATE DEPARTMENT OF LABOR AND INDUSTRIES GENERAL OR SPECIALTY CONTRACTOR'S REGISTRATION

Attach your certification or exam fee. (25% LATE RENEWAL FEES APPLY AFTER JANUARY 15, 2020)

PLEASE NOTE:

IT IS YOUR RESPONSIBILITY AS A CERTIFIED COMMERCIAL INSTALLER OF OSS, TO LET THIS DEPARTMENT KNOW ANY ADDRESS CHANGES. ALL NOTICES OF INFORMATIONAL/ EDUCATIONAL MEETINGS, ETC. WILL BE SENT TO THE BUSINESS ADDRESS LISTED ON THIS FORM UNLESS OTHERWISE SPECIFIED IN WRITING BY YOU.

 (Applicant's Signature)

 (Date)

For Health Department Use Only:

Date Fee Paid _____

☐

Approved

☐

Disapproved

By _____

Wastewater Program Supervisor

Date _____

Comments: _____

ON-SITE SYSTEM MAINTAINER (OSM)
AND MASTER / ASSOCIATE INSTALLER
CERTIFICATION CHECKLIST

√	ITEM																		
	Completely filled out and signed initial, renewal, or exam application																		
	<p>Evidence of at least one continuing education unit credit (CEU) earned during the previous calendar year (copy of class certificate):</p> <p>“Continuing Education Unit (CEU)” means eight (8) contact hours of participation annually in an organized educational experience, under responsible sponsorship, capable direction and qualified instruction acceptable to the health officer pertaining to on-site sewage treatment and disposal (Title 13, Section 13.08.085)</p>																		
	<p>Copy of proof of performance bond (i.e. specialty or general contractor’s license):</p> <p style="text-align: center;"><u>Contact information:</u> Department of Labor and Industries Contractor Registration Section P.O. Box 44450 Olympia, WA 98504-4450 Phone: (360) 902-5226 Fax: (360) 902-5228</p>																		
	<p>OSM & Master Installer Certificate of Competency fees:</p> <table style="width: 100%;"> <tr> <td>Master Installer Competency Exam:</td> <td style="text-align: right;">\$320.00</td> </tr> <tr> <td>Master Installer Certificate of Competency issued before July 1st</td> <td style="text-align: right;">\$320.00</td> </tr> <tr> <td>Master Installer Certificate of Competency issued after July 1st</td> <td style="text-align: right;">\$160.00</td> </tr> <tr> <td>Renewal application received January 15th or before:</td> <td style="text-align: right;">\$320.00</td> </tr> <tr> <td>Renewal application received after January 15th:</td> <td style="text-align: right;">\$400.00</td> </tr> </table> <p>Associate Installer Certificate of Competency fees:</p> <table style="width: 100%;"> <tr> <td>Associate Installer Certificate of Competency Exam:</td> <td style="text-align: right;">\$200.00</td> </tr> <tr> <td>Associate Installer Certificate of Competency:</td> <td style="text-align: right;">\$120.00</td> </tr> <tr> <td>Renewal application received January 15th or before:</td> <td style="text-align: right;">\$120.00</td> </tr> <tr> <td>Renewal application received after January 15th:</td> <td style="text-align: right;">\$150.00</td> </tr> </table>	Master Installer Competency Exam:	\$320.00	Master Installer Certificate of Competency issued before July 1st	\$320.00	Master Installer Certificate of Competency issued after July 1st	\$160.00	Renewal application received January 15 th or before:	\$320.00	Renewal application received after January 15 th :	\$400.00	Associate Installer Certificate of Competency Exam:	\$200.00	Associate Installer Certificate of Competency:	\$120.00	Renewal application received January 15 th or before:	\$120.00	Renewal application received after January 15 th :	\$150.00
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NOTE: Complete OSM renewal Packets received after January 31st are subject to both the late fee and retaking the exam.