



FIRE PROTECTION BUREAU
EDUCATION, ENFORCEMENT, AND ANALYTICS SECTION
PO Box 42642
Olympia WA 98504-2642
(360) 596-3946 FAX: (360) 596-3934
E-Mail: firesprinkler@wsp.wa.gov



THIS PACKET IS ONLY FOR THOSE
SEEKING TO:

**REINSTATE THEIR RESIDENTIAL OR
JOURNEY FITTER CERTIFICATION**

PER RCW 18.270 – THE FIRE PROTECTION
SPRINKLER FITTING LAW

PLEASE READ ALL ASSOCIATED INSTRUCTIONS



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Please read all of these instructions carefully. Incomplete and/or illegible documentation may delay our ability to process an application and can result in immediate denial/rejection. ANY missing or incomplete information and/or refund we must process on your behalf must be completed BEFORE anything can be issued, delaying the process even further.

To **reinstate a Fitter Certification** as issued under [RCW 18.270](#), you will need to:

- 1) Have been previously certified as a Residential or Journey level sprinkler fitter. There is no reinstatement process for fitter trainees. Anyone seeking to reinstate a fitter trainee card will have to simply complete the fitter trainee application form.
- 2) Have contacted the Washington State Patrol Fire Protection Bureau and been instructed and approved to complete this form. **If you have not been approved to use this form, it will be rejected.**
 - a. The three reasons this form would be approved and thereby accepted:
 - i. Missed Renewal: The renewal cycle has been closed.
 - ii. Previously Certified: You have been uncertified for less than two (2) calendar years.
 - iii. Restoring a Certification: You have been uncertified for more than two (2) calendar years and must include the appropriate completed initial application along with this reinstatement form.
- 3) DO NOT SUBMIT any fees initially. Unless otherwise instructed, there are no fees involved in the fitter certification program.
- 4) Leave NOTHING blank in this application. Use “NOT APPLICABLE,” “DOES NOT APPLY,” or other similar mark. You are also responsible for accurately recording your employer’s full (licensing) name.
- 5) Print legibly, complete electronically, or have it typed. If it cannot be read, it **CAN BE REJECTED.**
- 6) Return ALL portions of this document marked “MUST RETURN AS PART OF THE APPLICATION.” Unless otherwise instructed, partial or incomplete submissions – on any level – WILL be discarded.
- 7) Include a copy of a government-issued photo identification that possesses a sample of your signature.
- 8) Unless otherwise indicated, submit the completed application in its entirety to:
 Fire Protection Bureau Education, Enforcement, and Analytics Section at Post Office Box 42642 in Olympia, WA 98504-2642.
- 9) Once approved, you will be contacted to begin the examination scheduling process, which is conditional for your reinstatement. NO EXCEPTIONS.

FITTER CERTIFICATION REINSTATEMENT

INCOMPLETE/ILLEGIBLE SUBMISSIONS WILL BE DELAYED OR SUMMARILY REJECTED



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Date Received

REINSTATEMENT FORM: FITTER CERTIFICATION

ONLY for use by a previously certified Residential or Journey Level Fitter seeking reinstatement who has been instructed to do so by this office. ALL others will be rejected.

Expired Trainee Fitters must complete the Fitter Trainee Application Form.

Certification Level: Journey Residential

Year of Expiration: _____ Date Instructed to Use Form: _____

Applicant Full Name:	_____
Complete Mailing Address:	_____ _____
Phone Number:	_____
FAX Number:	_____
E-Mail Address:	_____
Previous Certification Number:	_____ <i>(as issued by this office)</i>
Company You Work For:	_____

Trade Organization Affiliation(s)

Name of Organization	Position/Rank with Organization	Time Frame (In Years)

Recent/Previous Working History

Name of Employer	Position with Employer	Time Frame (In Years)

Printed Name of Certificate Holder

Signature of Certificate Holder

Date of Signature

FITTER CERTIFICATION REINSTATEMENT



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FEE SUBMITTAL: FITTER CERTIFICATION REINSTATEMENT

Name of Certification Applicant: _____		
Employer: _____		
Application Fee	Pro-Rated Certification Cycle Fee	Total Cost of Reinstatement
\$ 0.00	+ \$ 0.00	= \$ 0.00

- 1) Complete the above portion of this form and submit it as part of your/the application.
- 2) Include ALL forms marked "MUST RETURN AS PART OF THE APPLICATION". Unless otherwise instructed, partial or incomplete submissions – on any level – WILL NOT be accepted and may be discarded.
 - a. For those who are restoring their fitter certification and must also include a completed initial application as part of their reinstatement, please include both completed fee submittal forms.
- 3) Unless instructed otherwise, include NO PAYMENT with your reinstatement paperwork. There are currently no fees involved in this certification program.
- 4) Once received and deemed complete, valid, and legal, you will be contacted to begin the examination scheduling process.
- 5) Upon passing the examination, allow up to fourteen (14) days to receive your certification.

FITTER CERTIFICATION REINSTATEMENT