

**MAILING ADDRESS**

Department of State Health Services  
Environmental & Sanitation Licensing Group  
P.O. Box 149200  
Austin, Texas 78714-9200



**FOR DSHS USE ONLY:**

BUDGET/FUND: ZZ112-085

Remit #: \_\_\_\_\_

Remit Date: \_\_\_\_\_

**Lead Firm Certification Application Initial/Renewal**

**DO NOT WRITE IN THIS BOX – FOR DEPARTMENT USE ONLY**

Rcvd. Date: _____ Init. _____	Amt Rcvd: \$ _____ FY: _____ Pymt. Type: _____
Post-Mark Date: _____	Last Doc. Rcvd. Date: _____
Rvw. Date: _____ Init. _____	Print Date: _____ Init. _____
Aprv. Date: _____ Init. _____	Mail Date: _____ Init. _____
Issue Date: _____ Init. _____	

**PLEASE COMPLETE THE FOLLOWING** (please print legibly):

If renewing, enter the firm's current certification number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**TYPE OF LEAD FIRM:**       Abatement                       Non Abatement                       Non Abatement & Abatement

**PLEASE CHECK ONE OF THE FOLLOWING:**

- SOLE OWNER/PROPRIETORSHIP                       LLP (Limited Liability Partnership)                       LLC (Limited Liability Company)  
 LP (Limited Partnership)                       PARTNERSHIP                       CORPORATION                       DBA (Doing Business As)

Legal Business Name \_\_\_\_\_ State Tax Payer's Identification number \_\_\_\_\_

DBA Name (if applicable) \_\_\_\_\_ Telephone Number (include area code) \_\_\_\_\_

Firm's Owner or Authorized Agent (Last Name, First Name, MI) \_\_\_\_\_ Title of Owner or Agent \_\_\_\_\_ Telephone Number (include area code) \_\_\_\_\_

Business Mailing Address (include suite #) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Business Physical Address (include suite #) \_\_\_\_\_ Company e-mail address \_\_\_\_\_

**CERTIFICATION:** I certify that I am authorized by the company to make this application and to sign on its behalf. I have read and understand the applicable rules and agree on behalf of the applicant to comply with them. I understand that it is a violation of DSHS rules and the Texas Penal Code §37.10 to submit any false or fraudulent information or documents in order to obtain a license. All information I have provided on this application is true, correct, and complete to the best of my knowledge.

Signature of Authorized Person \_\_\_\_\_

Date \_\_\_\_\_

**PRIVACY NOTIFICATION/NOTIFICACIÓN SOBRE PRIVACIDAD**

With few exceptions, you have the right to request and be informed about information that the State of Texas collects about you. You are entitled to receive and review the information upon request. You also have the right to ask the state agency to correct any information that is determined to be incorrect. See <http://www.dshs.state.tx.us> for more information on Privacy Notification. (Reference: Governor Code, Section 552.021, 552.023, 559.003 and 559.004)

Tan solo por unas cuantas excepciones, usted tiene el derecho de solicitar y de ser informado sobre la información que el Estado de Texas reúne sobre usted. A usted se le debe conceder el derecho de recibir y revisar la información al requerirla. Usted también tiene el derecho de pedir que la agencia estatal corrija cualquier información que se ha determinado sea incorrecta. Dirijase a <http://www.dshs.state.tx.us> para más información sobre la Notificación sobre privacidad. (Referencia: Government Code, sección 552.021, 552.023, 559.003 y 559.004.)

## IMPORTANT INFORMATION

- Effective January 1, 2005, the term of all certifications is two years for initial and renewal applicants.
- A certification is required for lead-related activities in accordance with the §295.201-§295.220 of the Texas Environmental Lead Reduction Rules.
- You may pay for your certification online at <http://www.TexasOnline.com> and mail a copy of your online receipt and required supplemental application documentation to the address provided on the other side of this application. You may also mail in your fee along with the certification application and required supplemental documentation to the same address for processing.
- Applications will not be approved until all required application documentation has been reviewed and verified.
- A certification that has expired for one year or more may not be renewed. The firm may obtain a new certification by complying with the requirements for obtaining a new certification.
- If the firm's certification certificate has been lost or stolen, you must submit an Application for Replacement along with the appropriate fee of \$20.

**The following documentation is required for certification in accordance with §295.211 of the Texas Environmental Lead Reduction Rules:**

### **Certification Fees:** *(two-year term)*

- INITIAL/RENEWAL:  
Certification Fee: \$1000.00      Subscription Fee: \$30.00      Total Cost: \$1030.00
- EXPIRED FOR 90 DAYS OR LESS: *(1.5 times the base certification fee)*  
Certification fee: \$1500.00      Subscription Fee: \$30.00      Total Cost: \$1530.00
- EXPIRED FOR MORE THAN 90 DAYS BUT LESS THAN ONE YEAR: *(2 times the base certification fee)*  
Certification fee: \$2000.00      Subscription Fee: \$30.00      Total Cost: \$2030.00

### **Requirements for an Initial Certification:**

- The required certification fee (See fees above.)
- A statement on a letter signed by the firm's owner or authorized agent of the firm certifying that the firm will only employ certified employees to conduct lead-based paint activities §295.211(b)(1)(A)
- A statement on a letter signed by the firm's owner or authorized agent of the firm that the firm will follow the standards for conducting lead-based paint activities set out in §295.212 of this title (relating to Standards for Conducting Lead-Based Paint Activities) §295.211(b)(1)(B)
- A statement signed by the firm's owner or authorized agent of the firm indicating whether the firm is a corporation (give the state of incorporation and charter number), OR if not a corporation, list all owners and their titles employed by the unincorporated firm §295.211(b)(3)
- If the firm operates under an assumed name, the owner or authorized agent of the firm shall provide to the department with their Lead Firm application a copy of the firm's Certificate of Assumed Name that lists the firm's Assumed Name of Business, the address of the firm, and the name of the person registering the firm as an assumed name §295.211(b)(4)

### **Requirements for Renewing a Certification:**

- The required certification fee (See fees above.)
- A statement on a letter signed by the firm's owner or authorized agent of the firm certifying that the firm will only employ certified employees to conduct lead-based paint activities §295.211(b)(1)(A)
- A statement on a letter signed by the firm's owner or authorized agent of the firm that the firm will follow the standards for conducting lead-based paint activities set out in §295.212 of this title (relating to Standards for Conducting Lead-Based Paint Activities) §295.211(b)(1)(B)
- A statement signed by the firm's owner or authorized agent of the firm indicating whether the firm is a corporation (give the state of incorporation and charter number), OR if not a corporation, list all owners and their titles employed by the unincorporated firm §295.211(b)(3)
- If the firm operates under an assumed name, the owner or authorized agent of the firm shall provide to the department with their Lead Firm application a copy of the firm's Certificate of Assumed Name that lists the firm's Assumed Name of Business, the address of the firm, and the name of the person registering the firm as an assumed name §295.211(b)(4)