



WASHINGTON ASSOCIATION OF BUILDING OFFICIALS  
SPECIAL INSPECTION REGISTRATION PROGRAM

**TESTING AND INSPECTION AGENCY – ADDITIONAL TYPE(S) OF WORK  
REGISTRATION APPLICATION FORM**

**DIRECTIONS:** Please answer all questions thoroughly. Type or print all responses. Refer to WABO Standard No. 1701 for detailed application prerequisites.

Mail / email the **completed** application along with the appropriate application fee to: WABO, PO Box 7310, Olympia, WA 98507-7310 or registration@wabo.org.

**APPLICATION FEE: \$135.00 PER ADDITIONAL TYPE OF WORK**

**MAKE CHECKS PAYABLE TO: WABO**

After review of the application submittal, the agency technical director will be notified of any deficiencies in the submittal. Following reconciliation of any deficiencies, arrangements will be made for an on-site inspection of the agency’s facilities and equipment. For a list of items to be inspected during the on-site inspection, refer to the Agency Inspection Checklist in WABO Standard No. 1701, Appendix B

**1. APPLICANT INFORMATION**

\_\_\_\_\_  
(Agency Name)

\_\_\_\_\_  
(Agency Technical Director Name)

Phone No. \_\_\_\_\_ FAX No. \_\_\_\_\_

E-mail: \_\_\_\_\_

Agency Address \_\_\_\_\_  
(No. and Street)

\_\_\_\_\_  
(City) (State) (Zip Code)

**2. ADDITIONAL TYPE(S) OF WORK APPLICANT IS SEEKING REGISTRATION**

Check each type of work the agency is applying for below:

- |   |  |
|---|--|
| <input type="checkbox"/> Reinforced Concrete (RC)           | <input type="checkbox"/> Spray-Applied Fire-Resistive Materials (FP) |
| <input type="checkbox"/> Prestressed Concrete (PC)*         | <input type="checkbox"/> Structural Wood (SWD)                       |
| <input type="checkbox"/> Shotcrete (SC)*                    | <input type="checkbox"/> Mass Timber Endorsement (MT)**              |
| <input type="checkbox"/> Structural Masonry (SM)            | <input type="checkbox"/> Cold-Formed Steel Framing (CF)              |
| <input type="checkbox"/> Structural Steel and Bolting (SSB) | <input type="checkbox"/> Post-Installed Anchors (PA)                 |
| <input type="checkbox"/> Structural Welding (SW)            | <input type="checkbox"/> Fire-Resistant Penetrations and Joints (FS) |

\*\* Reinforced Concrete registration is a prerequisite for obtaining this agency registration.

\*\*\* Structural Wood registration is a prerequisite for obtaining this agency registration endorsement.

**3. INFORMATION ACCURACY CERTIFICATION AND INQUIRY CONSENT**

I certify that all statements, answers, and information given as a part this application process are accurate to the best of my knowledge. I understand that giving false and/or misleading information may be cause for rejection of this application or revocation of subsequent registration as a Special Inspection Agency.

I consent and authorize representatives of the Washington Association of Building Officials to request any information concerning my previous employment, education, military service, or other information pertinent to this application.

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(Signature of Agency Principal)

(Date)

**APPLICANT QUALIFICATION DOCUMENTATION**

**(Items listed below should be submitted on a CD or thumb drive, have a table of contents and locator index dividers for each section, e.g. A, B, etc)**

**4. APPLICANT QUALIFICATION DOCUMENTATION**

The information requested in this section should be limited to the additional type(s) of work checked in part 2.1 above. The cost to review your application submittal and any follow-up deficiency response submittals is solely dependent upon the amount of time required for review.

**4.1 PERSONNEL**

**(Pertaining to additional types of work for which you are applying)**

**4.1.1** Provide the appropriate application for the inspector(s) proposed to conduct inspections for the additional type of work.

**(Refer to WABO SIRP Bulletin 93-09)**

**4.1.2** Provide the appropriate application for the special inspector field supervisor(s) proposed to supervise field inspections for the additional type of work.

**(Refer to WABO SIRP Bulletin 93-08)**

**4.2 TESTING SERVICES**

**(Pertaining to additional types of work for which you are applying)**

**4.2.1** Provide a description of all testing services to be conducted solely by the agency without the assistance of external source(s).

**4.2.2** Provide a description of all testing services to be conducted with assistance of external source(s)-include external source(s) names, addresses, telephone numbers and key contact names.

**(Refer to WABO SIRP Bulletin 93-06)**

**4.3 EQUIPMENT**

**(Pertaining to additional types of work for which you are applying)**

**4.3.1** Provide a list of fixed and mobile test and field inspection equipment the agency owns and has on-site.

- 4.3.2 Provide a list of fixed and mobile test and field inspection equipment the agency depends on external sources for-include external source(s) names, addresses, telephone numbers and key contact names.
- 4.3.3 Provide a description of agency owned equipment calibration practices and procedures along with samples of relevant record keeping documents.
- 4.3.4 (**NOTE:** All calibrations shall be traceable to the National Bureau of Standards and calibrations shall be performed at frequencies as set forth in national standards. If a standard test method requires equipment calibration for which a frequency is not specified, then the laboratory shall establish a frequency of not less than one year.)

#### **4.4 INSPECTION AND TESTING DOCUMENTATION**

**(Pertaining to additional types of work for which you are applying)**

- 4.4.1 Provide a description or list of laboratory procedures-including appropriate ASTM and IBC references-with samples of relevant forms.
- 4.4.2 Provide a description of field inspection and testing procedures with samples of relevant forms.  
**(Refer to enclosed WABO SIRP Bulletin R-93-07)**