

For office use only
Application number _____

Application
Date _____

Amount _____

Ck.No. _____

Note _____



RHODE ISLAND DEPARTMENT OF ENVIRONMENTAL MANAGEMENT
Onsite Wastewater Treatment Program
Office of Water Resources, Room 260
235 Promenade Street, Providence, RI 02908-5767



APPLICATION FOR RENEWAL OF OWTS INSTALLER LICENSE

To begin license term 2018, 2019, 2020

ADMINISTRATIVE PROCESSING

Upon receipt of this form and required fee, your application will be reviewed for completeness and compliance with Rule 13.3 of the OWTS Rules. Upon completion of this review, you will receive written acknowledgement of the disposition of the renewal of your license, in the form of a new license or a notice of expiration, citing the reason for the expiration. Any valid license, for which a renewal application is submitted on or before December 31, 2017, shall be considered valid unless otherwise indicated in the disposition acknowledgement.

NOTE that there will be **NO GRACE PERIOD**. If as of January 2, 2018, an application for renewal of an Installer License is not received by this office the license will be expired. Forms that are post-marked or received by drop-off at RIDEM after December 31, 2017 will be late renewals and a **late fee** will be due.

INSTRUCTIONS

- Provide **all** the information requested below.
- Return this completed form, and the appropriate fee (**Payable to: the Rhode Island General Treasurer**) to the address above.

Renewal Application Fee

License	Renewal Term	*Fee - Including <u>Late Fee</u> Information
Installer	3 Years 2018, 2019, 2020 (Your <u>next</u> renewal will be due by 12/31/20)	Renewal fee is \$150.00. If the renewal application is submitted after 12/31/17, a late fee applies according to the following. Submitted between 1/1/18 and 12/31/18 , a late fee of \$100 is required in addition to the renewal application fee of \$150: (Total fee = \$250). Submitted between 1/1/19 and 12/31/19 , a late fee of \$200 is required in addition to the renewal application fee of \$150: (Total fee = \$350). Submitted between 1/1/20 and 12/31/20 , a late fee of \$300 is required in addition to the renewal application fee of \$150: (Total fee = \$450). After 12/31/20: Expired over 3 years = Exam must be taken

LICENSE No.	PRINT NAME	SIGNATURE
BUSINESS ADDRESS - <u>Or</u> address & phone for listing on RIDEM website		RESIDENTIAL ADDRESS - If you want home address on website, write it in space at left!
BUSINESS PHONE WITH AREA CODE ()		RESIDENTIAL PHONE WITH AREA CODE ()
BUSINESS EMAIL		RESIDENTIAL EMAIL

TAX CERTIFICATION

Any person applying for any license or permit to conduct a business or occupation within Rhode Island or any person renewing a motor vehicle operators license or motor vehicle registration within Rhode Island must have filed all required state tax returns and paid all taxes due the state or must have entered into a written installment agreement to pay delinquent state taxes that is satisfactory to the Tax Administrator.

I hereby declare, under penalty of perjury, that I have filed all required state tax returns and have either paid all taxes due the state or have entered into a written installment agreement with the Rhode Island Division of Taxation.

Applicant's Signature

Date