

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Board of Accountancy											
CPA Firm Registration	To allow firms using the title of "CPA" or "CPA firm" in the firm name to provide the following restricted services within and from outside Washington State to clients within this state. A firm shall obtain a firm license issued by the Board if the firm is operating a home office in this state and offering or performing for a client, within Washington State, attest or compilation services per RCW 18.04.025 (1) and/or (6) including, audits, reviews, or examinations of prospective financial information in accordance with Public Company Accounting Oversight Board (PCAOB) and/or in accordance with other applicable professional standards issued by a national or international standard setting body recognized by the WA Board of Accountancy (the Board); including the AICPA and International Accounting Standards Board (IASB) (RCW18.04.195). A CPA firm operating in Washington State that does not perform or offer to perform attest or compilations service, but does provide other services included in the definition of public accounting per RCW 18.04.025 (18) does not need to obtain a firm license from the Board, but may need to obtain a business license from the Washington State Department of Revenue to operate within Washington State. Out of state firms operating under the mobility privileges of RCW 18.04.195 (iii) (A) through (D) do not need to obtain a firm license from the Board, but may need to obtain a business license from the Washington State Department of Revenue to operate within Washington State.	CPA Firm Registration	Initial license fee \$330.00; Renewal fee \$230.00	Step 1: Register through the Business Licensing Service (BLS) to ensure compliance with all applicable non-professional Washington state registrations. The BLS will provide a link to the Board of Accountancy online firm registration application.	Agency staff evaluates the qualifications of the firm pursuant to: (a) WAC 4-30-056 , Limitations regarding firm names, (b) WAC 4-30-110 , <i>CPA Firm Organization and Ownership</i> , and (c) WAC 4-30-130 , <i>Quality Assurance Program Requirements</i> .	20 minutes for a complete application submitted by a fully qualified firm applicant. Four hour maximum assuming:	YES; Renewal is required. The license is valid through June 30 of the 4th calendar year following the calendar year in which the license was initially issued or renewed.	\$100.00	RCW 18.04.195 RCW 18.04.205	No	A paper form will be provided upon request to the board through customerservice@acb.wa.gov An online application and payment system is available at Secure Access Washington (SAW) A firm application cannot be processed online (or evaluated if submitted on a paper form) until all requested information, any requested documents, and all fees are received at the Board's office. Other relevant information is available at Firm Resources
				<u>A paper form will be provided upon request to the board through customerservice@acb.wa.gov</u>		a firm applicant requiring board member approval of a requested			RCW 18.04.215 RCW18.04.305		
				Step 2: Submit a complete firm license application form. The form must be submitted by an owner or designee or, in the case of an out-of-state firm, an authorized out of state individual qualified for practice privileges. Submit the completed form and all applicable fees as directed on the application form. (WAC 4-30-114)		unusual firm name, or submission of an incomplete application form, and/or non-payment of all applicable fees.			(with reference to RCW 18.04.295) WAC 4-30-056 , WAC 4-30-110 Through WAC 4-30-114 And WAC 4-30-130 WAC 4-30-142		

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Department of Agriculture											
Agent's License	The purpose of chapter 20.01 RCW is to protect producers, buyers, and sellers of agricultural products against illegal practices	Certifications, License, Permits, Registrations	\$66	Complete application and submit with fee to WSDA, PO Box 42560, Olympia, WA, 98504-2560.	Applicants with previous violations of RCW 20.01 will not be issued a license.	7 days from complete application.	Valid for one year. Expires December 31.	25 percent of total license amount	RCW 20.01 WAC 16-623	No	No
Apiary Registration-	To support research projects beneficial to the apiary industry.	Certifications, License, Permits, Registrations	\$5 - \$300 depending on number of registered hives.	Download form at https://cms.agr.wa.gov/getmedia/911c5732-53b2-42c5-808b-45627be72a0e/6116-ApiaryRegistration2019.pdf and mail it to PO Box 42560 Olympia, WA 98504-2560	No	14 days from complete application	Valid for one year with renewal annually due April 1st.	Depends on number of colonies and the month you re-register. From \$0.08 to \$1.35.	RCW 15.60 WAC 16-602	No	No
Bonded Public Livestock Market License	To ensure the orderly marketing of livestock and to protect people who transfer livestock to markets and sales.	Certifications, License, Permits, Registrations	Fee for initial application is \$2,000. Renewal fee is \$150-\$450, based on the average gross sales volume.	Complete application and submit to WSDA, PO Box 42589, Olympia, WA, 98504-2589.	The Department is required to hold a public hearing, and consider testimony prior to issuing the initial license.	Within 30 days of all requirements being met.	Valid for one year. Expires March 1st.	None	RCW 16.65 WAC 16-610	No	No
Bulk Fertilizer Distribution License	To allow for distribution of bulk fertilizer in the state.	Certifications, License, Permits, Registrations	\$25 per distribution location. Inspection fee of 30 cents per ton on fertilizer and 15 cents per ton on lime.	Apply online at http://bbs.dor.wa.gov/bulkfertilizer.aspx	No	10 days if processed online through BLS. Up to 20 business days if processed by mail.	Valid for one year.	None	RCW 15.54 WAC 16-200	Yes	No
Certified Feedlot License	To provide fair and economical methods of cattle identification so that the movement of cattle from producers to the point of slaughter occurs without losing ownership of cattle.	Certifications, License, Permits, Registrations	\$850.00	Apply by submitting application to WSDA, Livestock Inspection Program, PO Box 42560, Olympia WA 98504-2560.	Initial license requires on-site inspection of all cattle and ownership documents.	30 days of complete application and inspection	Valid for one year. Expires June 30th.	None	RCW 16.58 WAC 16-610	No	No
Christmas Tree Growers License	To support research aimed at protecting and enhancing the Christmas tree growing industry.	Certifications, License, Permits, Registrations	\$40 annual fee plus \$3/acre assessment (not to exceed \$5,000).	Apply online	No.	14 days from complete application	Valid for one year; expires January 31	None	RCW 15.13 WAC 16-401	No	No
Collective Experimental Pesticide Use Permit	To allow experiments involving pesticides that are not registered or that are not allowed by the pesticide label. Permit is issued to research institutions, pesticide registrants, or persons licensed to conduct certain types of small-plot demonstrations and research activities on land they own or control.	Certifications, License, Permits, Registrations	None	Apply online	WSDA requires submission of a signed permit application.	7 days of complete application	Valid until the stated expiration date on the permit	None	RCW 15.58 WAC 16-228	No	Yes
Commercial Applicator License	To allow companies to commercially apply pesticides including herbicides, insecticides, fungicides, rodenticides, fumigants, etc.	Certifications, License, Permits, Registrations	\$215 (includes one piece of power application equipment). \$27 for each additional piece of power equipment. \$25 exam fee.	Applications completed at time of testing.	Applicant must pass required exams and must provide UBI issued by DOR. Applicant's insurance or bonding agent must independently provide confirmation of financial coverage requirements.	Normally 7 days after requirements have been met. 2-4 weeks during periods of heavy workload.	Valid for one year, but part of a five-year re-certification cycle where continuing education credits must be earned.	\$25	RCW 17.21	No	Yes
Commercial Feed License	To regulate manufacturers, guarantors, and distributors of commercial animal feed.	Certifications, Licenses, Permits, Registrations	\$50	Complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA, 98504-2591.	After license is approved, the weight (in tons) must be reported on a semi-annual basis.	Approximately 15 days after complete application	Valid for one year. Expires June 30.	\$50 per facility	WAC 16-228 RCW 15.53	No	No
									WAC 16-250 WAC 16-256		
Commercial Fertilizer Registration	To register fertilizer products for sale in Washington.	Certifications, License, Permits, Registrations	\$50 per product.	Complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA, 98504-2591.	Copies of lab analyses of the nine metals for each product. If the fertilizer is waste derived, or is a micronutrient fertilizer, the Dept. of Ecology may require further testing.	The registration is normally issued within 60 business days. Waste-derived or micronutrient fertilizers requiring Department of Ecology approval may take up to 120 business days.	Valid for two years. Expires July 1.	None	RCW 15.54 WAC 16-200	No	Yes
Commercial Operator License	To license employees of companies that commercially apply pesticides including herbicides, insecticides, fungicides, rodenticides, fumigants, etc.	Certifications, License, Permits, Registrations	\$67 license fee and \$25 exam fee.	Applications completed at time of testing.	Applicant must possess picture ID, pass required exams and pay all fees. License only valid while making pesticide applications as an employee of a WSDA licensed Commercial Applicator.	Normally 7 days after requirements have been met. 2-4 weeks during periods of heavy workload.	Valid for one year, but part a 5-year re-certification cycle where continuing education credits must be earned. An alternative to re-certification is to re-test every 5 years.	\$67	RCW 17.21 WAC 16-228	No	Yes

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Commercial Pest Control Consultant	To license persons who provide advice and/or technical assistance to users of non-home and garden pesticides including herbicides, insecticides, fungicides, rodenticides, fumigants, etc.	Certifications, License, Permits, Registrations	\$60 license fee and	Applications completed at time of testing.	Applicant must possess picture ID, pass required exams and pay all fees.	Normally 7 days after requirements have been met. 2-4 weeks during periods of heavy workload.	Valid for one year, but part a 5-year re-certification cycle where continuing education credits must be earned. An alternative to re-certification is to re-test every 5 years.	\$60	RCW 15.58	No	No
Commercial Weighing and Measuring Devices Registration	To provide accurate information, type and locations on the weights and measures devices so inspections may be scheduled and completed.	Certifications, License, Permits, Registrations	\$25 exam fee. \$10 - \$800 based on type of device.	Apply online	No	2 days if processed online through BLS. Up to 21 days if processed by mail.	Valid for one year.	None	WAC 16-228 RCW 15.80	Yes	Yes
Commission Merchant Act License	To protect producers, buyers and sellers of agricultural products against illegal practices. Applies to commission merchants, dealers, limited dealers, cash buyers, and brokers.	Certifications, License, Permits, Registrations	\$605 Commission Merchant	Complete application with fee and submit to WSDA, PO Box 42560, Olympia, WA, 98504-2560 or online.	Payment and bond coverage or other acceptable form of security is required with application. Bond amount is based on purchase volume. Applicants who have previously violated any provisions of RCW 20.01 will not be issued a license.	7 days from complete application.	Valid for one year. Expires December 31.	25 percent of total license amount	WAC 16-674 RCW 20.01	No	Yes
			\$605 Dealer \$335 Limited Dealer						WAC 16-623		
			\$405 Broker \$135 Cash Buyer								
Controlled Atmosphere License, F&V	To provide evidence that controlled atmosphere storage rooms have been audited by WSDA and qualified as meeting the requirements for controlled atmosphere storage.	Certifications, License, Permits, Registrations	\$25 per additional license \$5 per room or a minimum of \$25 per year.	Complete application with fee and submit to WSDA.	No	5 business days	Valid for one year. Expires August 31.	None	RCW 15.30 WAC 16-450	No	No
Cottage Food Operation Permit	Allows for non-potentially hazardous food to be made in a domestic kitchen and to be sold directly to the consumer.	Certifications, License, Permits, Registrations	\$230	Complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA, 98504-2591.	Food Safety Officer inspects facility and takes water samples. Applicant must pass the inspection. Future unannounced inspections occur every 3 to 6 months.	4 to 6 weeks	Valid for one year. Expires January 31.	None	RCW 69.22 WAC 16-149	No	Yes
Custom Slaughter/Custom Meat License	To allow the slaughtering and processing of uninspected meat food animals such as cattle, sheep, goats and swine for the sole consumption of the owner.	Certifications, License, Permits, Registrations	\$25	Complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA, 98504-2591.	Inspection required for premises and equipment. All zoning, sanitation, water, building permit and physical plant requirements must be met.	4 to 6 weeks from complete application	Valid for one year.	None	RCW 16.49 WAC 16-19	No	No
Dealer Manager License (Pesticide)	To license those who distribute non-home and garden pesticides at a pesticide dealer business outlet.	Certifications, License, Permits, Registrations	\$33 license fee. \$25 exam fee.	Applications completed at time of testing.	Applicant must possess picture ID, pass required exams and pay all fees. License only valid when working for a business licensed as a pesticide dealer.	Normally 7 days from requirements being met. 2-4 weeks during periods of heavy workload.	Valid for one year, but part of a 5-year re-certification cycle where continuing education credits must be earned. An alternative to re-certification is to re-test every 5 years.	\$33	RCW 15.58 WAC 16-228	No	No
Demonstration and Research License	To license persons who apply pesticides to small experimental plots on the lands/property of another while performing research.	Certifications, License, Permits, Registrations	\$33.00	Applications completed at time of testing.	Applicant must possess picture ID, pass required exams and pay all fees.	Normally 7 days from requirements being met. 2-4 weeks during periods of heavy workload.	Valid for one year, but part of a 5-year re-certification cycle where continuing education credits must be earned. An alternative to re-certification is to re-test every 5 years.	\$33	RCW 17.21	No	No
Egg Handler/Dealer License	To allow the operation of egg production, handling and sale to wholesalers, dealers and retailers.	Certifications, License, Permits, Registrations	\$25 exam fee. \$30 first location and \$15 for each additional location.	Apply online at: http://bls.dor.wa.gov/eggdealer.aspx	Local health districts have authority over local farmers markets and may conduct market inspections.	10 days if processed online through BLS. Up to 20 business days if processed by mail.	Valid for one year	None	WAC 16-228 RCW 69.25 WAC 16-104	Yes	Yes
Equine Certificate of Veterinary Inspection and Interstate Movement Permit	To protect against the spread of diseases affecting animals within the state, moving into the state, and moving from Washington to another state.	Private veterinarians perform the inspections and send a copy of the permit to WSDA.	Varies by veterinarian doing the inspection. WSDA does not charge a fee.	Veterinarian doing the inspection submits form to WSDA.	Animal health inspection is required.	Permit issued same day if testing is completed and veterinarian has obtained permit numbers from participating states.	Valid for six months	None	RCW 16.36 WAC 16-54	No	Yes

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Equine Semen/Embryo Import Permit	To allow equine semen or embryos to be imported into Washington after meeting import testing requirements.	Certifications, License, Permits, Registrations	None	Complete application and submit to WSDA, PO Box 42560, Olympia, WA, 98504-2560.	Application must include negative tests for equine infectious anemia and equine viral arteritis.	24 hours	Valid for one year	None	RCW 16.36 WAC 16-54	No	Yes
Experimental Pesticides Use Permit on Aquatic Sites	To allow all aquatic site experiments involving unregistered pesticides, and for all experiments for uses not allowed by pesticide label.	Certifications, License, Permits, Registrations	None	Complete application with fee and submit to WSDA, PO Box 42589, Olympia, WA, 98504-2589.	A Demonstration and Research license may be required. Coverage under a National Pollutant Discharge Elimination System (NPDES) permit may be required.	<u>30 days.</u>	Valid through date of treatments described in the application.	None	RCW 15.58 WAC 16-228	No	Yes
Experimental Pesticide Use Permit on Terrestrial Sites	To allow terrestrial site experiments involving unregistered pesticides, and for all experiments for uses not allowed by pesticide label.	Certifications, License, Permits, Registrations	None	Complete application with fee and submit to WSDA, PO Box 42589, Olympia, WA, 98504-2589.	A Demonstration and Research license may be required.	<u>21 days from complete application.</u>	Valid from date of approval through date of treatments described in the application.	None	RCW 15.58 WAC 16-228	No	Yes
Export Certificate	To allow the transportation of processed foods into domestic and international markets.	Certifications, License, Permits, Registrations	\$50 per certificate.	Fill out online form at https://agr.wa.gov/FoodAnimal/FSP/ExportCertificate.aspx	Food processor needs to be licensed by WSDA.	Within 3 business days.	Valid for specific products and lot numbers listed in the certificate.	None	RCW 69.07 WAC 16-147	No	Yes
Feeding and Grazing Permit (Pasture to Pasture)	To allow cattle to move across state lines for grazing, and return to Washington with no change of ownership. Cattle moving interstate under a Feeding and Grazing Permit approved by both states are exempt from a certificate of veterinary inspection.	Certifications, License, Permits, Registrations	None	Complete application with fee and submit to WSDA, PO Box 42560, Olympia, WA, 98504-2560.	Copy of negative trichomoniasis test for bulls 12 months of age and older moving with the herd. A positive trichomoniasis test would influence the decision for that herd.	The permit requires processing by both states and the department cannot control the time taken by the other state. The average response time by the Washington Department of Agriculture, based on 2015 data, is 1 day providing all requirements have been completed including the processed permit from the other state.	Valid for 6 months.	None	RCW 16.36 WAC 16-54	No	Yes
Food Processing Plant License	To allow the receiving, storage, processing, packaging and distribution of licensed food products.	Certifications, License, Permits, Registrations	\$92 - \$825 (based on gross annual sales).	Complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA, 98504-2591.	Food Safety Officer inspects facility, and product packaging and labeling. Applicant must pass the inspection. Future, unannounced inspections occur every 6 to 12 months.	4 to 6 weeks	Valid for one year.	None	RCW 69.07 WAC 16-146	No	Yes
Fruit and Vegetable Shipping Permit and Certificate of Compliance (COC)	No person may ship, transport, accept for shipment, or accept delivery of any commercial lot of apples, apricots, asparagus, Italian prunes, peaches, pears, or sweet cherries for which a certificate of compliance or a shipping permit has not been issued, except that apples and pears for processing entering in-state commerce are not required to have a certificate of compliance or shipping permit issued. The COC gives shipping clearance from the State of Washington for 7 Commodities covered under the COC Program.	Certifications, License, Permits, Registrations	Certificate of Compliance or Shipping Permits issued for non-certified commodity product is charged \$.12333 per cwt, but not less than \$5.00 For apples, an additional fee of \$0.015 is assessed for a pest fee. All charges applicable to the inspection must be either collected at the time of inspection or an account must be arranged by the WSDA.	Complete the application online or by paper and submit to WSDA electronically or by designated fax numbers on form.	COC and Shipping permits are issued when fruits or vegetables meet applicable grade standards. For sweet cherries, Shipping Permits are issued for shipments to California in compliance with QC 1281 stating cherries are free from live Western cherry fruit fly larvae at the time of shipments.	Certificate of Compliance Agreements are typically issued the same day they are requested. Shipping permits are issued the same day they are requested and inspected to meet the applicable commodity grades and standards.	Shipping permits are valid for the period of time of fruits or vegetables are in transit to their destination. Certificate of Compliance agreements are valid for one year and expire on August 31st of each year.	None	RCW 15.17 WAC 16-461	No	Yes
Food Storage Warehouse License	To allow the storage of food other than grain, fruit or vegetables.	Certifications, License, Permits, Registrations	\$200	Complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA, 98504-2591.	Food safety officer inspects all food storage areas. Applicant must pass the inspection. Future, unannounced inspections occur every 6 to 12 months.	4 to 6 weeks	Valid for one year.	None	RCW 69.10 WAC 16-145	No	No
Independent Collector License	To make sure collectors of dead animals for disposal are properly equipped. Also makes sure collectors are licensed to transport dead animals or packing house refuse to a rendering plant.	Certifications, License, Permits, Registrations	\$50	Complete application with fee and submit to WSDA, PO Box 42560, Olympia, WA, 98504-2560.	WSDA must inspect and approve the equipment used to haul.	15 days.	Valid for one year. Expires June 30.	None	RCW 16.68.30 RCW 16-68.40 RCW 16.68.60	No	No

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License to Feed Garbage	To allow edible waste, derived from garbage, to be fed to swine.	Certifications, License, Permits, Registrations	\$10	Complete application with fee and submit to WSDA, PO Box 42560, Olympia, WA, 98504-2560.	Must pass a feeding station site inspection.	Within 15 days of site inspection.	Valid for one year. Expires June 30.	None	RCW 16.36.105 RCW 16.68.150	No	No
Limited Private Applicator License	To license people who apply restricted use herbicides on their own or employer's non-production agricultural land. Also applies to use in mixed rangeland-timber area in Western Washington to control weeds.	Certifications, License, Permits, Registrations	\$33 license fee. \$25 exam fee.	Applications completed at time of testing.	Applicant must pass required exams.	Normally 7 days after requirements have been met. 2-4 weeks during periods of heavy workload.	A five-year license where continuing education credits must be earned in order to renew. Re-certification alternative is to re-test every five years.	\$33	RCW 17.21 WAC 16-228	No	No
Material Registration Certificate (Organic)	To verify that input materials manufactured/distributed by the operation are allowed for use in organic production. The certificate is not required to sell organic input materials. Manufacturers making organic compliant products may seek voluntary registration in order to use WSDA material logo.	Certifications, License, Permits, Registrations	\$500 for pesticide, spray adjuvant, processing aid, post harvest material, and/or livestock production aid. \$400 for fertilizer, soil amendment, and/or crop production aid.	Complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA, 98504-2591.	Application is evaluated for compliance with National Organic Standards. Material must be approved for use in organic agriculture.	120 days	Valid for one year. Expires October 31.	\$100 to \$300. Renewal applications received after Feb. 27 will not be accepted.	RCW 15.86 WAC 16-160	No	No
Milk Processing Plant License	To allow dairy operations to process dairy products for each type of milk or milk product.	Certifications, License, Permits, Registrations	\$250	Complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA, 98504-2591.	Must pass an inspection of all processing areas of facility. Future unannounced inspections occur every 6 to 12 months.	4 to 6 weeks	Valid for one year.	None	RCW 69.10 WAC 16.145	No	No
Milk Producer License	To allow dairy operations to produce, bottle, and sell their product in Washington.	Certifications, License, Permits, Registrations	No Fee	Complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA, 98504-2591.	Must provide water quality sample and pass an inspection of all processing areas of facility. Future unannounced inspections occur every 3 to 6 months.	Inspector determines licensing status (approved or denied) at time of inspection. Actual license is received in 4 to 6 weeks.	Until change of ownership or business closing.	None	RCW 15.36 WAC 16-101	No	No
Nursery Dealer License	To support the fair and orderly trade of horticultural plants in Washington. To help protect the nursery industry and consumer by ensuring horticultural plants offered for sale are free from infestation, are labeled correctly, and are not damaged or dying.	Certifications, License, Permits, Registrations	Based on gross sales. Retailer: \$63.00 - \$273.60. Wholesaler: \$138.00 - \$273.60	apply online at http://bls.dor.wa.gov/nursery.aspx	None	3-4 days to receive your nursery license through the mail, and 24 hours for the Department of Revenue to post your license to their mainframe.	Valid for one year.	None	RCW 15.13 WAC 16-401	Yes	Yes
Open Consignment Horse Sale (Special Sale Permit)	To ensure the orderly marketing of livestock, and to protect people who transfer livestock to markets and sales.	Certifications, License, Permits, Registrations	\$100	Request application form by phone, email, or in writing and mail to WSDA, PO Box 42560, Olympia, WA, 98504-2560. You may also call Animal Services.	None	Within 15 days.	Valid for specific date or dates on exact location stated in the permit.	None	RCW 16.65	No	No
Organic Input Material Registration	To verify that input materials manufactured/distributed by the operation are allowed for use in organic production. The certificate is not required to sell organic input materials. Manufacturers making organic compliant products may seek voluntary registration in order to use WSDA material logo.	https://agr.wa.gov/services/licenses-permits-and-certificates/summary-descriptions/organic-input-material-registration	\$500 for pesticide, spray adjuvant, processing aid, post harvest material, and/or livestock production aid. \$400 for fertilizer, soil amendment, and/or crop production aid. \$400 for fertilizer, soil amendment, and/or crop production aid.	Complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA, 98504-2591.	No	120 days	Valid for one year. Expires October 31.	\$100 to \$300. Renewal applications received after Feb. 27 will not be accepted.	RCW 15.86 WAC 16-160	No	No
Organic Certification	To verify crops, livestock, and products represented as organic comply with the requirements of the National Organic Standards	https://agr.wa.gov/services/licenses-permits-and-certificates/summary-descriptions/organic-certification	\$375 new applicant fee \$375 - \$500 inspection fee depending on scope (multi-scope inspections will be more) Annual renewal fee, based on gross annual income from organic products	Complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA 98504-2591	An inspection is conducted annually.	120 days	Yes, renewal applications are due annually by March 1	\$100 per month after March 1. Failure to renew will result in compliance action and possible suspension of certification.	RCW 15.86 WAC 16-157	No	No

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Permit to Import	To import animals or animal reproductive products into the state.	Certifications, License, Permits, Registrations	No fee	Complete application with fee and submit to WSDA, PO Box 42560, Olympia, WA, 98504-2560 or call Animal Services.	A brand inspection number or Certificate of Veterinary Health is required to complete the permit. Not obtaining required import tests, not obtaining a brand inspection or health certificate, or having a positive test result will influence decision to grant an import permit.	Within 24 hours after an inspection of the animal is completed, and after a Certificate of Veterinary Health or Brand Inspection has been issued.	Valid for 30 days.	None	RCW 16.36	No	Yes
									WAC 16-54		
Pesticide Registration	To register pesticide products that will be sold in Washington.	Certifications, License, Permits, Registrations	\$390 per product for a two-year period. If registering a product during second year of cycle, fee is \$195 per additional product.	Complete application with fee and submit to WSDA, PO Box 42589, Olympia, WA, 98504-2589.	Requires review of label and statement of formula for each product.	Usually within one month. Up to two months during periods of heavy work load.	Valid for two years. Expires December 31.	\$50 per product.	RCW 15.58	No	No
									WAC 16-228		
Pet Food / Specialty Pet Food Registration Certificate	To regulate companies manufacturing or responsible for distributing pet feed.	Certifications, License, Permits, Registrations	\$90 per product if less than 10 pound packages. \$22 per product if distributed in 10 lbs. and greater package size only.	Complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA, 98504-2591.	Labels need to be approved. After registration is approved, weight in tons must be reported on a semi-annual basis.	Approximately 60 days.	Valid for two years.	None	RCW 15.53	No	No
		Certifications, License, Permits, Registrations							WAC 16-250		
									WAC 15-252		
Plant Sale Permit	To notify WSDA of horticultural material sale in case inspections need to be conducted or phytosanitary certificates need to be provided.	Certifications, License, Permits, Registrations	\$10.00	Apply online. OR contact the program at 360-902-1922	Sales to other states and Canada, and sales including protected species, require inspection of horticultural material.	4 days	Valid only for the dates of the sale specified on the application.	None.	RCW 15.13	No	Yes
									WAC 16-401		
Private Applicator License (Pesticides)	To license people who apply restricted use pesticides to their own property, or their employer's property, to produce an agricultural commodity.	Certifications, License, Permits, Registrations	\$33 license fee.	Applications completed at time of testing.	Applicant must possess picture ID, pass required exams and pay all fees.	Normally 7 days after requirements have been met. 2-4 weeks during periods of heavy workload.	Valid for one year, but part of a 5-year re-certification cycle where continuing education credits must be earned. A re-certification alternative is to re-test every five years.	\$33	RCW 17.21	No	Yes
			\$25 exam fee.						WAC 16-228		
Private Commercial License (Pesticides)	To license people who apply restricted use pesticides to their own property or their employer's property for a purpose other than the production of an agricultural commodity. Examples include private golf courses, wood treatment plants, and grain storage bins.	Certifications, License, Permits, Registrations	\$33 license fee.	Applications completed at time of testing.	Applicant must possess picture ID, pass required exams and pay all fees.	Normally 7 days after requirements have been met. 2-4 weeks during periods of heavy workload.	Valid for one year, but part of a 5-year re-certification cycle where continuing education credits must be earned. A re-certification alternative is to re-test every five years.	\$33	RCW 17.21	No	Yes
			\$25 exam fee.						WAC 16-228		
Public Operator License (Pesticides)	To license public agency employees that apply restricted use pesticides, and/or to license public agency employees that apply any pesticide through the use of power equipment. Public Operators may act as Public Consultants.	Certifications, License, Permits, Registrations	\$33 license fee.	Applications completed at time of testing.	Applicant must possess picture ID, pass required exams and pay all fees.	Normally 7 days after requirements have been met. 2-4 weeks during periods of heavy workload.	Valid for one year, but part of a 5-year re-certification cycle where continuing education credits must be earned. A re-certification alternative is to re-test every five years.	\$33	RCW 17.21	No	Yes
			\$25 exam fee.						WAC 16-228		
			Note: license fee not required for government employees only licensed to work in health vector fields.								
Public Pest Control Consultant License	To license government agency employees who provide advice and/or technical assistance to users of non-home and garden pesticides including herbicides, insecticides, fungicides, rodenticides, fumigants, etc. Public Consultants may not act as Public Operators without the Operator's license.	Certifications, License, Permits, Registrations	\$33 license fee.	Applications completed at time of testing.	Applicant must possess picture ID, pass required exams and pay all fees.	Normally 7 days after requirements have been met. 2-4 weeks during periods of heavy workload.	Valid for one year, but part of a 5-year re-certification cycle where continuing education credits must be earned. A re-certification alternative is to re-test every five years.	\$33	RCW 15.58	No	No
			\$25 exam fee.						WAC 16-228		
Rancher Private Applicator License (Pesticides)	To license people who apply restricted use herbicides and rodenticides on non-production agricultural land (pastures, rangeland, areas around farm buildings). Also used for mixed rangeland-timber areas and limited production agricultural land to control weeds. Only valid in Eastern Washington.	Certifications, License, Permits, Registrations	\$100 license fee.	Applications completed at time of testing.	Applicant must possess picture ID, pass required exams and pay all fees.	Normally 7 days after requirements have been met. 2-4 weeks during periods of heavy workload.	Valid for one year, but part of a 5-year re-certification cycle where continuing education credits must be earned. A re-certification alternative is to re-test every five years.	\$100	RCW 17.21	No	No

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
			\$25 exam fee.						WAC 16-228		
Rendering Plant License	To regulate dead animals disposal in relation to meat and bone meal for animal feed, additives and cosmetics.	Certifications, License, Permits, Registrations	\$100	Complete application with fee and submit to WSDA, PO Box 42560, Olympia, WA, 98504-2560.	Facility must pass a site inspection.	30 days from requirements being met.	Valid for one year. Expires June 30.	None	RCW 16.68	No	No
									WAC 16-25		
Restricted Holding Facility License	To allow imported animals to enter a designated area that is isolated from all other non-restricted areas within a feedlot.	Certifications, License, Permits, Registrations	\$200 initial application. \$100 renewal fee.	Complete application with fee and submit to WSDA, PO Box 42560, Olympia, WA, 98504-2560.	Facility must pass a site inspection.	Within 15 days of payment and satisfactory site inspection.	Valid for one year. Expires June 30.	None	RCW 16.36	No	No
									WAC 16-30		
									WAC 16-91		
Section 18, FIFRA, Emergency Exemption from Pesticide Registration	To allow the use of an unregistered pesticide in an emergency when there are no other viable options for control.	Certifications, License, Permits, Registrations	No fee.	Complete application and submit to WSDA, PO Box 42589, Olympia, WA, 98504-2589.	Submit all applicable information as required in WSDA's Section 18 guidance. EPA may need to publish a federal register notice and must grant the emergency exemption.	After receipt of a complete new application, WSDA estimates 30-60 days to review and compose a petition to EPA. EPA has an estimated 50-day review period for new Section 18 applications. Allow a total of 80-120 days review of a complete new application.	Valid as specified in the EPA authorization letter, generally less than one year.	None	RCW 15.58	No	No
									WAC 16-228		
Section 24(c) Special Local Need (SLN) Pesticide Registration	To allow additional use of a federally registered pesticide on a food or feed crop, or on a non-food or non-feed crop or site to control an existing or imminent pest problem.	Certifications, License, Permits, Registrations	No fee unless the pesticide product is not already registered in Washington. In that case, the fee is \$390	Complete application with fee and submit to WSDA, PO Box 42589, Olympia, WA, 98504-2589.	Submit all applicable information as required in WSDA's SLN guidance.	Approximately 30-60 days after receipt of a complete new application.	Valid for five years unless WSDA determines a shorter period is appropriate.	None	RCW 15.58	No	No
									WAC 16-228		
Seed Labeling Permit	To allow seed seller to label/relabel seed under their specific company name. Also allows for annual label review to ensure compliance with state seed law.	Certifications, License, Permits, Registrations	\$20	\$20 In addition, if an applicant with a Seed Labeling Permit has sales exceeding \$10,000 per fiscal year (July 1 to June 30) then it must also pay an annual seed assessment. The assessment is calculated at a rate of 11 cents per \$100 of gross annual dollar sales during the period of July 1 to June 30.	No	The average response time based on 2016 data is 2 to 5 days.	Valid for one year.	\$10	RCW 15.49	No	Yes
									WAC 16-303		
Service Agent/Service Person Registration (Weights and Measures)	To ensure that rejected measuring devices are repaired and sealed properly for consumer protection.	Certifications, License, Permits, Registrations	\$160	Complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA, 98504-2560. (Add link to apply for SA license - http://www.kellysolutions.com/wa/).	Service people who demonstrate a pattern of intentional fraudulent or negligent activities will not be renewed.	Within 14 days of completed application.	Valid for one year.	None	RCW 19.94	No	No
									WAC 16-663		
Special Poultry Permit	To allow the slaughter, preparation and sale of 1,000 or fewer whole raw poultry per calendar year.	Certifications, License, Permits, Registrations	\$75 for one year. \$125 for two years.	Complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA, 98504-2591.	Food safety officer inspects facility and takes water samples. Applicant must pass the inspection. Future, unannounced inspections occur every 3 to 6 months.	4 - 6 Weeks	Valid for 1-2 years. Expires December 31.	None	RCW 69.07	No	Yes
									WAC 16-170		
Special Sale Permit	To ensure the orderly marketing of livestock and to protect people who transfer livestock to markets and sales.	Certifications, License, Permits, Registrations	\$50 per application except no fee for 4-H and FFA sale permits	Request application form by phone, email, or in writing and mail to WSDA.	Yes, a veterinarian must agree to service the sale as described in the application.	The average response time, based on 2016 data, is 13 days after receipt of a completed application.	Valid for specific date or dates on exact location stated in the permit.	None.	WAC 16-610	No	Yes
Spray Adjuvant Registration	To register spray adjuvant products to be sold in Washington.	Certifications, License, Permits, Registrations	\$390 per product for a two-year period. If registering a product during second year of cycle, fee is \$195 per additional product.	Complete application with fee and submit to WSDA, PO Box 42589, Olympia, WA, 98504-2589.	None	Usually within one month. May take up to two months during periods of heavy work load.	Valid for up to two years. Expires December 31.	None	RCW 15.58	No	No
									WAC 16-228		
Structural Pest Inspector License	To license people who inspect structures for wood-destroying organisms, their damage, or conditions conducive to their development.	Certifications, License, Permits, Registrations	\$60 license fee. \$25 exam fee.	Applications completed at time of testing.	Applicant must pass required exams and provide UBI issued by DOR. Applicant's insurance or bonding agent must independently provide confirmation of financial coverage requirements.	Normally 7 days after requirements have been met. 2-4 weeks during periods of heavy workload.	Valid for one year, but part a 5-year re-certification cycle where continuing education credits must be earned. A re-certification alternative is to re-test every five years.	\$60	RCW 15.58	No	No
									WAC 16-228		

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Substation of Place of Transfer License	To regulate the sanitation of storage for temporary deposit, transfer or loading of dead animals.	Certifications, License, Permits, Registrations	\$25	Complete application with fee and submit to WSDA, PO Box 42560, Olympia, WA, 98504-2560.	A satisfactory site inspection of the premises must be completed before license is granted.	License will be issued within 15 days of a satisfactory site inspection.	Valid for one year. Expires June 30.	None	RCW 16.68 WAC 16-25	No	No
Warehouse/Dealer License	Public grain storage warehouses must be state or federally licensed and bonded. Dealers who buy from Washington producers or with place of business in Washington must be licensed.	Certifications, License, Permits, Registrations	\$500 - \$1750, dealers. \$700 - \$1900 per section, warehouses.	Applications sent out by mail the last week of May, or available online to be mailed to WSDA.	Both dealers and warehouses must submit an audited or reviewed financial statement, and provide proof of current bond. Warehouses must have insurance coverage for all commodities in storage.	Depends on application review. Goal is to get everyone licensed by July 1.	Valid for one year. Expires June 30.		RCW 22.09 WAC 16-237	No	No
Weighmaster/Weigher License	To promote marketplace equity in commercial transactions, provide safeguards for the consuming public and ensure businesses receive proper compensation for their delivered commodities.	Certifications, License, Permits, Registrations	\$80 license fee. \$20 per weigher fee. \$60 per new weighmaster impression seal.	Complete application online through Pisces https://fortress.wa.gov/agr/pisces/PlantServices/Login/Login.aspx and submit payment to WSDA PO Box 42560 Olympia, WA 98504-2560	Applicants who previously violated any of the provisions of chapter RCW 15.80 will not be issued a license.	Within 2 weeks, but up to 45 days for an incomplete application.	Valid for one year. Expires June 30.	50 percent of total license amount if renewal is received after June 30th.	RCW 15.80 WAC 16-674	No	No
Industrial Hemp Grower, Processor/Marketer, or Combination License	to license people to grow and/or process/market industrial hemp in Washington State under the Industrial Hemp Research Pilot	Certifications, License, Permits, Registrations	\$450 single application fee. \$800 combination application fee. Applications include one (1) processing area/growing field, additional fields or processing areas are \$200 each. \$300 license fee.	complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA 98504-2591	Applications are reviewed for compliance with RCW 15.120 and WAC 16-305. Required inspection prior to certification	Within 30 days of all requirements being met.	Valid for one year from issuance.	None	WAC 16-305	No	No
Industrial Hemp Distributor License	To license people to sell, resell, exchange or distribute viable industrial hemp seed in Washington State under the Industrial Hemp Research Pilot.	Certifications, License, Permits, Registrations	\$450 application fee, \$300 License fee	complete application with fee and submit to WSDA, PO Box 42591, Olympia, WA 98504-2591	Applications are reviewed for compliance with RCW 15.120 and WAC 16-305	Within 30 days of all requirements being met.	Valid for one year from issuance.	None	WAC 16-305	No	No
Department of Archaeology and Historic Preservation											
Submerged Historic Archaeological Resource Registration	To establish registration for previously unreported historic archaeological resources discovered on, in, or under state-owned aquatic lands, and to establish the right of first refusal for entities that discover previously unreported historic archaeological resources abandoned for thirty years or more.	https://dahp.wa.gov/sites/default/files/SubmergedHistoricResourceForm%202015.doc	No fee	The Completed Submerged Historic Archaeological Resource Registration Form may be submitted by a delivery service which records time and date of delivery, or emailed to the DAHP.	No.	Within 35 calendar days (as provided in WAC 25-46-100)	The right of first refusal granted is valid for 5 years only	There is no renewal.	RCW 27.53 WAC 25.46	No	No
Abandoned Cemeteries Program Certificate	To register organizations wishing to restore, protect or maintain an abandoned cemetery under the provisions of RCW 68.60.	https://dahp.wa.gov/sites/default/files/AbandonedCemeteriesApplication_1.doc	No Fee	The completed Abandoned Cemeteries Care and Maintenance Certificate application may be mailed or emailed to the DAHP.	Documentation of incorporation with the Washington State Secretary of State is required to be provided with the application.	Between 45-60 days	None; however, if the Care and Maintenance Corporation dissolves, DAHP will revoke the certificate	There is no renewal.	RCW 68.60	No	No
Archaeological Site Alteration and Excavation Permit	To allow projects planning excavating, altering, defacing or removing archaeological artifacts or deposits, objects or resources or Native Indian graves, cairns or glyptic records, or any skeletal remains.	https://dahp.wa.gov/sites/default/files/Archaeological%20Excavation%20Permit%20Coversheet_0.doc	No Fee	The completed Archaeological Site Alteration and Excavation Permit application may be mailed or emailed to DAHP	Applicants are required to submit materials as listed in WAC 25-48-060 'Summary of Information Required by the Applicant'. Applicants are required to demonstrate they meet the qualifications for professional archaeologist as defined in WAC 25-48-020 (4) and RCW 27.53.030 (11).	Within 60 days as provided for in WAC 25-48-090.	Renewals are not granted; time extensions can be granted upon request if the current permit is still valid.	Late renewal, or time extensions after expiration, are not available.	RCW 27.53 and 27.44 and WAC 25.48	No	No
Department of Children, Youth, and Families											
Child Care Center License or Certification	To help create safe, healthy, nurturing learning experiences for all Washington children. Licensed child care providers must follow licensing standards set by the state, including required training, background checks and health and safety checks. License is required for facilities providing care in commercial, privately owned, school or faith based spaces for children ages birth through 12 years old for periods of less than 24 hours a day.	https://www.dcyf.wa.gov/services/early-learning-providers/licensed-provider	\$125 per year for the first 12 children plus \$12 per year for each additional child	To become a licensed provider in Washington State, a potential applicant must first participate in a Department of Children, Youth, and Families (DCYF) licensing orientation. During the orientation, a potential applicant will receive information including:	Background checks are required on anyone 16 years or older who will have unsupervised access to children in care. Non-criminal background checks are required on individuals 14 to 16 who will have unsupervised access to children in care. Centers are also required to get inspected by the Washington State Department of Children, Youth, and Families and Fire Marshals Office.	Within 90 days	After the initial license is obtained, a provider who meets requirements will eventually move on to a non-expiring license. Licensing fees and background checks are still required.	The child care facility loses the license and must reapply.	Chapters 43.216 RCW, 110-06 WAC, and 110-300 WAC	No	https://www.dcyf.wa.gov/services/early-learning-providers/licensed-provider

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
				Resources to help you through the licensing process. Providing child care. Training and other support. The licensing application.							
Family Home Child Care License	To help create safe, healthy, nurturing learning experiences for all Washington children. Licensed child care providers must follow licensing standards set by the state, including required training, background checks and health and safety checks. License is required for facilities offering child care in their home where they live for up to 12 children through 12 years old.	https://www.dcyf.wa.gov/services/early-learning-providers/licensed-provider	\$30 per year	To become a licensed provider in Washington State, a potential applicant must first participate in a Department of Children, Youth, and Families (DCYF) licensing orientation. During the orientation, a potential applicant will receive information including: Resources to help you through the licensing process.	Background checks are required on anyone 16 years or older who will have unsupervised access to children in care. Non-criminal background checks are required on individuals 13 to 16 who will have unsupervised access to children in care. Family Homes are also required to get inspected by the Washington State Department of Children, Youth, and Families.	Within 90 days	After the initial license is obtained, a provider who meets requirements will eventually move on to a non-expiring license. Licensing fees and background checks are still required.	The child care facility loses the license and must reapply.	Chapters 43.216 RCW, 110-06 WAC, and 110-300 WAC	No	https://www.dcyf.wa.gov/services/early-learning-providers/licensed-provider
				Providing child care. Training and other support. The licensing application.							
				Information relating to background check requirements. Once you submit your application, DCYF has 90 days to act on your application.							
School-Age Child Care License	To help create safe, healthy, nurturing learning experiences for all Washington children. Licensed child care providers must follow licensing standards set by the state, including required training, background checks and health and safety checks. License is required for facilities providing care in commercial, privately owned, school or faith based spaces for children ages 5 through 12 for periods of less than 24 hours per day when children are not attending school.	https://www.dcyf.wa.gov/services/early-learning-providers/licensed-provider	\$125 per year for the first 12 children plus \$12 per year for each additional child	To become a licensed provider in Washington State, a potential applicant must first participate in a Department of Children, Youth, and Families (DCYF) licensing orientation. During the orientation, a potential applicant will receive information including: Resources to help you through the licensing process.	Background checks are required on anyone 16 years or older who will have unsupervised access to children in care. Non-criminal background checks are required on individuals 14 to 16 who will have unsupervised access to children in care. Centers are also required to get inspected by the Washington State Department of Children, Youth, and Families and Fire Marshals Office.	Within 90 days	After the initial license is obtained, a provider who meets requirements will eventually move on to a non-expiring license. Licensing fees and background checks are still required.	The child care facility loses the license and must reapply.	Chapters 43.216 RCW, 110-06 WAC, and 110-305 WAC	No	https://www.dcyf.wa.gov/services/early-learning-providers/licensed-provider
				Providing child care. Training and other support. The licensing application.							
				Information relating to background check requirements. Once you submit your application, DCYF has 90 days to act on your application.							
Department of Health											
Alcoholism and Chemical Dependency Hospitals	To license facilities that treat individuals with signs or symptoms of alcoholism or substance use. Applies to facilities that provide accommodation and services expressly for diagnosing, treating and caring for individuals with signs or symptoms of alcoholism and complications of associated substance use.	Hospital Webpage	Fees vary and can be found in WAC 246-324-990	Mail the completed application with initial documentation and check or money order to: Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia.	Onsite inspection completed by DOH Office of Inspections and Investigations. DOH Construction Review Services approval. DOH Certificate of Need approval. Washington State Patrol background check and signed disclosure statement for the Administrator	Timelines vary based on fulfillment of requirements.	The initial license is valid for one year from date of issuance. This license is to be renewed annually on or before the expiration date.	No late fee.	RCW 71.12, WAC 246-324	No	
Ambulatory Surgical Facility License	To license any facility that provides specialty or multispecialty outpatient surgical services where patients are admitted to and discharged from the facility within 24 hours and do not require inpatient hospitalization.	Ambulatory Surgical Facility Webpage	Fees vary and can be found in WAC 246-330-199	Mail completed application with initial documentation and check or money order to: Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial documentation to: Ambulatory Surgical Facility Credentialing, PO Box 47877, Olympia WA 98504-7877.	Onsite inspection completed by DOH Office of Inspections and Investigations. DOH Construction Review Services approval. DOH Certificate of Need approval.	Timelines vary based on fulfillment of requirements.	The initial license is valid for three years from date of issuance. This license is to be renewed every three years on or before the due date which is 30 days prior to the expiration date.	\$50 per day, not to exceed \$1000	RCW 70.230, WAC 246-330	No	

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Animal Control Agency and Humane Society	Nonprofit humane societies and animal care and control agencies may be registered to provide veterinary care to income-qualified households. The care must be provided by veterinarians and veterinary technicians who are employed by these agencies.	Humane Society Application	Fees can be found in WAC 246-933-590	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	No	Timelines vary based on fulfillment of requirements.	Annual expiration on August 1	\$80 late renewal fee	RCW 18.92, WAC 246-933	No	
Behavioral Health Services: Outpatient Mental Health; Crisis Mental Health; Recovery Support; Evaluation and Treatment Facility; Deemed Facilities	To establish compliance with state minimum standards and applicable rules/regulations.	https://www.dshs.wa.gov/bhsia	License application fee is \$1,000; for mental health agencies -- initial and annual licensing fees range from \$728-\$2,575 (depending on anticipated service hours) and annual renewal fees are based on actual service hours.; for deemed agencies -- the annual renewal licensing fee is \$500; for evaluation and treatment facilities -- the initial and annual certification renewal is \$90 per bed.	Submit the completed application, required application materials, and \$1,000 application fee to DSHS/ALTA Finance Office	Each provider will undergo an onsite review of personnel and clinical records. Providers will also undergo a facility review for ADA compliance, posting of rights, storage of medication (if applicable) clinical record storage, and general facility operations.	Approximately 60 days.	Yes, renewed annually.	Services may only be provided if the license is current.	RCW 71.24, 71.05, 71.34, and 70.02; WAC 388-877, 388-877A, and 388-865.	No	The certification and licensing website provides information on rules, access to forms, and further assisting tools. http://www.dshs.wa.gov/dbhr/CertLicensing.shtm#dbhr
Blood Establishments	To allow a registration process for blood-collecting or blood-distributing establishments that collect or distribute blood for allogeneic transfusion in Washington State that are licensed by the U.S. Food and Drug Administration (FDA);	Blood Establishment Webpage	Blood Establishment Fees	Mail completed application with initial documentation and check or money order to: Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial documentation to: Blood Establishment Credentialing, PO Box 47877, Olympia WA 98504-7877.		Timelines vary based on fulfillment of requirements.	Annual	\$300	RCW 70.335, WAC 246-339	No	
Categorized Medical Test Site (MTS) License	To allow a business to perform medical tests of moderate or high complexity by specific personnel. Applies to any business having specific personnel to perform medical tests of moderate or high complexity.	Medical Test Site Categorized Application	Fees vary and can be found in WAC 246-338-990	Mail the completed application with initial documentation to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Credentialing, PO Box 47877, Olympia, WA 98504-7877	No	Timelines vary based on fulfillment of requirements.	The initial license is issued to June 30th of the next odd year. The license is then renewed every two years on or before June 30th.	No late fee.	RCW 70.42, WAC 246-338	No	
Certificate of Waiver Medical Test Site License	To allow a business to perform tests that are on the Food and Drug Administration (FDA) approved waived test list.	Medical Test Site Certificate of Waiver Application	Fees vary and can be found in WAC 246-338-990	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Credentialing, PO Box 47877, Olympia, WA 98504-7877	No	Timelines vary based on fulfillment of requirements.	The initial license is issued to June 30th of the next odd year. The license is then renewed every two years on or before June 30th.	No late fee.	RCW 70.42, WAC 246-338	No	
Childbirth Center License	To license and allow the operation of a childbirth center for low risk maternity clients.	Childbirth Centers Webpage	Fees vary and can be found in WAC 246-329-990	Mail completed application with initial documentation and check or money order to: Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial documentation to: Childbirth Centers Credentialing, PO Box 47877, Olympia WA 98504-7877.	Onsite inspection completed by DOH Office of Inspections and Investigations. State Fire Marshal inspection completed by Washington State Patrol. DOH Construction Review Services approval. Washington State Patrol background check and signed disclosure statement for the administrator.	Timelines vary based on fulfillment of requirements.	The license is valid for one year from date of issuance. This license is to be renewed annually on or before the due date which is 30 days prior to the expiration date.	\$29 per day, not to exceed \$595	RCW 18.46; WAC 246-329	No	
Clandestine Drug Lab Decontamination Contractor Certification	To allow a business to become a certified clandestine drug lab decontamination contractor.	http://www.doh.wa.gov/Portals/1/Documents/Pubs/333-152.pdf	Decontamination contractor; \$1,125 annual fee. See WAC 246-205-990	Complete the form and submit with supporting documentation via mail.	Must have a L&I Contractor License & Insurance and be a Licensed Worker and Supervisor.	30 days	The license is valid for one year	None	RCW 66.44, WAC 246-205	No	DOH and SBOH have rulemaking authority
Clandestine Drug Lab Decontamination Supervisor Certification	To allow a person to become a Clandestine Drug Lab Cleanup supervisor.	http://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/DrugLabCleanup.aspx	\$200 initial, \$150 renewal See WAC 246-205-990	Complete form, submit w/ supporting doc via mail.	40 hour HAZWOPER, yearly refresher. CDL Training Provider Course	1-2 weeks or less.	Every 2 years on Nov. 30th	No penalties, but over 60 days required to take CDL training Provider course like new applicant.	WAC 246-205, RCW 64.44 (WAC 296-843 for cleanup procedures)	No	www.doh.wa.gov/CommunityandEnvironment/Contaminants/DrugLabs.aspx
Clandestine Drug Lab Decontamination Training Provider Certification	To allow a business to become a certified clandestine drug lab decontamination training provider. Applies to businesses that will train decontaminate clandestine drug lab contractors and workers.	http://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/DrugLabCleanup.aspx	Training provider; \$1,000 initial annual fee, \$750 renewal fee. See WAC 246-205-990	Complete form, submit w/ supporting doc via mail.	Submit training plan for Workers, Supervisors & Refresher Course	30 days (Noted on Agency application)	The license is valid for one year	None	RCW 66.44, WAC 246-205	No	Only have 2 in the state

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Clandestine Drug Lab Decontamination Worker Certification	To allow a person to become a Clandestine Drug Lab Cleanup worker.	http://www.doh.wa.gov/licensesPermitsandCertificates/ProfessionsNewReneworUpdate/DrugLabCleanup.aspx	\$100 initial, \$50 renewal. See WAC 246-205-990	Complete the form and submit with supporting documentation via mail.	40 hour HAZWOPER, yearly refresher. CDL Training Provider Course	1-2 weeks or less.	Every 2 years on Nov. 30th	No penalties, but over 60 days required to take CDL training Provider course like new applicant.	WAC 246-205, RCW 64.44 (WAC 296-843 for cleanup procedures)	No	www.doh.wa.gov/CommunityandEnvironment/Contaminants/DrugLabs.aspx
Controlled Substance Endorsement - Pharmacy, Healthcare Entity	This endorsement allows a pharmacy or healthcare entity to dispense controlled substances.	Use application of pharmaceutical wholesaler or manufacturer to apply for endorsement	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations.	Timelines vary based on fulfillment of requirements.	Annual expiration on May 31 (with pharmacy, or healthcare entity license)	No late penalty	RCW 69.50, WAC 246-869; WAC 246-904	No	
Controlled Substance Endorsement - Wholesalers/Manufacturers	This endorsement allows wholesalers to distribute controlled substances, and manufacturers to manufacture controlled drugs	Use application of pharmaceutical wholesaler or manufacturer to apply for endorsement	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations.	Timelines vary based on fulfillment of requirements.	Annual expiration on May 31 (with wholesaler or manufacturer)	No late penalty	RCW 69.50, WAC 246-879	No	
Differential Hours - endorsement	Differential Hours is issued to pharmacies located within an establishment that has different business hours than the rest of the establishment.	Differential Hours Application	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations.	Timelines vary based on fulfillment of requirements.	Annual expiration on May 31 (w/pharmacy license)	\$35 late penalty fee	RCW 18.64, WAC 246-869	No	
Drinking Water Operating Permit	To allow Group A public water systems to operate. Group A system is defined as a system that regularly serves 15 or more service connections or 25 or more people for 60 or more days a year.	Drinking Water Operating Permit applications are generated annually by the Department of Health and mailed to the water system.	Variable based on the number of service connections	The department pre-populates and mails the drinking water operating permit application to the system owner. Owners must verify the information is accurate and sign and mail the application along with the operating permit fee to the Department within 70 days.	No.	Within 120 days (noted in WAC 246-294-050)	The license is valid for one year	10% fee or \$25, whichever is greater.	RCW 70.119A, WAC 246-294	No	Permit processing time is not posted because it depends on date of payment and related batch print process. Additional information located at https://www.doh.wa.gov/CommunityandEnvironment/DrinkingWater/WaterSystemDesignandPlanning/OperatingPermitFees
Drug - Dog Handlers Registration	Nonprofit humane societies and animal care and control agencies may be registered to provide limited veterinary care to low-income households. The care must be provided by veterinarians and veterinary technicians who are employed at these agencies	Drug Dog Handler Application	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations.	Timelines vary based on fulfillment of requirements.	Annual expiration on September 30	No late penalty	RCW 69.50.303, WAC 246-887-200	No	

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Drug - Other Controlled Substance Registration	Other controlled substance registrants includes person and firms, which are not licensed as a pharmacy, wholesaler, manufacturer or researcher. Examples include analytical laboratories, school laboratories and other agencies which have a legitimate need to use precursor chemicals.	Other Controlled Substance Application	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations.	Timelines vary based on fulfillment of requirements.	Annual expiration on September 30	No late penalty	RCW 69.50.303, WAC 246-887-200	No	
Drug Animal Control/Humane Society Registration (Sodium Pentobarbital - Euthanasia Only)	This registration is issued to qualifying animal control agencies and humane societies to purchase, possess, and administer sodium pentobarbital for euthanasia and approved legend drugs for pre-euthanasia sedation.	Sodium Pentobarbital for Animal Euthanasia Application	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations.	Timelines vary based on fulfillment of requirements.	Annual expiration on September 30	No late penalty	RCW 18.64, WAC 246-869	No	
Drug Dog Handlers Registration	Other controlled substance registrants includes person and firms, which are not licensed as a pharmacy, wholesaler, manufacturer or researcher. Examples include analytical laboratories, dog handlers/trainers who use dogs for drug detection purposes, school laboratories and other agencies which have a legitimate need to use precursor chemicals.	Drug Dog Handlers Application	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations.	Timelines vary based on fulfillment of requirements.	Annual expiration on September 30	No late penalty	RCW 69.50.303, WAC 246-887-200	No	
Drug Fish and Wildlife Registration	This registration is issued only to the Department of Fish and Wildlife Chemical Capture Program. The registration allows the registrant to purchase, possess and administer approved controlled substances and legend drugs for used for the immobilization of individual animals in order for the animals to be moved, treated, examined, or other legitimate purpose.	Drug Fish and Wildlife Application	No fee	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations.	Timelines vary based on fulfillment of requirements.	Every five years on September 30	No late penalty	RCW 69.50, WAC 246-887	No	
Drug Precursor Chemicals Registration	This registration is issued to qualifying manufacturers, wholesaler, retailer, or other person who sells, transfers, or otherwise furnishes precursor chemicals or their salts or isomers, as defined in Chapter 69.43 RCW	Drug Precursor Chemicals Application	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations.	Timelines vary based on fulfillment of requirements.	Annual expiration on September 30	No late penalty	RCW 69.50, RCW 18.64, WAC 246-887	No	
Drug Sample Distributor Registration (Legend Drug)	This registration is issue to qualifying manufacturers that distribute drug samples of any federal food and drug administration approved legend/prescription drugs and/or controlled substances. Samples are distributed at no charge to practitioners by the manufacturer or a manufacturer's representative.	Drug Sample Distributor Registration (Legend Drug) Application	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations for in-state. Copy of inspection report within the last two years for out of state. Copy of home state license if out of state. Copy of current DEA card if applying for controlled substances.	Timelines vary based on fulfillment of requirements.	Annual expiration on September 30	\$135 late penalty	RCW 69.45, WAC 246-879	No	
Export Certificate	To allow a business to export shellfish products to Asian countries.	https://fortress.wa.gov/doh/eh/sf/ec/	\$55	Business submits application online to the Department of Health	No.	Less than 7 days	N/A	None	RCW 69.30, WAC 246-282	No	SBOH has rulemaking authority
Harvest Site Certification	A Harvest Site Certificate is required for any company harvesting shellfish, and is a part of the annual license. All areas harvested by commercial companies must be approved by our office. DOH require documentation that shows the company has a legal right to harvest the area. When a site is approved, it is listed on that company's Harvest Site Certificate.	http://www.doh.wa.gov/Portals/1/Documents/4400/332-078-hsc-app.doc	Not applicable	Mail completed application and fee	Verification of site	Varies from one week to one year, depending on the complexity of the project (per ORA website)	The license is valid for one year	None	RCW 69.30, WAC 246-282	No	SBOH has rulemaking authority

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In-Home Services Agency License	To license agencies that provide In-Home Services to ill, disabled or vulnerable individuals. An In-Home Services agency may provide non-medical Home Care services, skilled nursing Home Health service, end-of-life Hospice services or Hospice Care Center services. Licensees must select one, or a combination of all of the above service categories and meet the specific requirements in rule.	In Home Services Agency Application	Fees vary and can be found in WAC 246-335-990	Mail the completed application with initial documentation and your check or money order to: Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial documentation to: In Home Services Agency Credentialing, PO Box 47877, Olympia WA 98504-7877.	Onsite inspection completed by DOH Office of Inspections and Investigations. DOH Certificate of Need approval, depending on service category. Washington State Patrol background check and signed disclosure statement for the Administrator, Direct Supervisor and Clinical Director. Completed Management Plan. Professional liability insurance and public liability and property damage insurance.	Timelines vary based on fulfillment of requirements.	The initial license is valid for one year from date of issuance. This license is to be renewed every two years following the first renewal by the due date which is 30 days prior to the expiration date.	\$50 per day, not to exceed \$650	RCW 70.127	No	
Itinerant Vendor Registration	This registration is issued to qualifying itinerant vendors or any peddler to vend or sell, or offer to sell to the public any non prescription drug or preparation for the treatment of disease or injury.	Itinerant Vendor Application	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations.	Timelines vary based on fulfillment of requirements.	Annual expiration on September 30	\$50 late penalty	RCW 69.43, RCW 18.64, WAC 246-887	No	
Large On-Site Sewage System (LOSS) Operating Permit	Allows operation of a large on-site sewage system (LOSS). Provides DOH with information on the flow and strength of the sewage, materials that may enter the waste stream, characteristics of the treated effluent, and site characteristics of the drain field location. Assures that maintenance activities occur. Applies to any business or development served by a LOSS--with peak flows between 3,500 and 100,000 gallons of sewage per day.	Process Guidance http://www.doh.wa.gov/CommunityandEnvironment/WasteWaterManagement/LOSSProgram/LOSSGuidance Renewal application: http://www.doh.wa.gov/Portals/1/Documents/Pubs/337-091.pdf Initial application: http://www.doh.wa.gov/Portals/1/Documents/Pubs/337-056.doc	Annual permit: \$150 annual fee plus \$.01 for each gallon of approved peak daily flow. WAC 246-272-3000	The application may be part of the project process and isn't accepted until the plans & specs are approved. Annual renewals are initiated when DOH sends a completed application to applicant and requests changes, fees, and annual maintenance report, etc.	Renewal applications must be submitted together with information required by the expiring permit, and the permit fee. Initial permits must be submitted with the permit fee.	The operating permit renewal is sent within 30 days of receiving all required information, unless DOH contacts the permittee for other information or clarification necessary to prepare permit conditions.. For an initial permit, DOH sends a draft to the owner for comment within 30 days of receiving the application and fee. DOH may be revise or issue as-is after the owner's 30 day comment period. Initial permits for LOSS with peak flows over 14,500 must also go through a 30 day public comment period after owner's comments are received.	The LOSS operating permit is valid for one year	The statute doesn't allow an increase in permit fee for late renewals or failure to obtain a permit. DOH may impose civil penalties and may order the business or development to be shut down (cease operating the LOSS).	RCW 70.118B, WAC 246-272B	No	Program information, permit renewal forms, and reporting forms are available at https://www.doh.wa.gov/CommunityandEnvironment/WastewaterManagement/LOSSProgram/LOSSGuidance
Nonresident Pharmacy License	This license is issued to qualifying pharmacies located outside this state that ship, mail, or deliver legend drugs, devices or controlled substances to persons/patients in Washington state.	Nonresident Pharmacy Application	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Copy of inspection report within the last two years for out of state. Copy of home state license if out of state. Copy of current DEA card if applying for controlled substances.	Timelines vary based on fulfillment of requirements.	Annual expiration on May 31	\$205.00 late penalty	RCW 18.64	No	
Nursing Pool Registration	To be able to provide, procure or refer health care or long-term care personnel for temporary employment in health care facilities. Applies to any person engaged in the business of providing, procuring or referring health care or long-term care personnel for temporary employment in health care facilities.	Nursing Pool Webpage	Nursing Pool Fees Webpage	Mail the completed application with initial documentation and your check or money order to: Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial documentation to: Nursing Pool Credentialing, PO Box 47877, Olympia WA 98504-7877.	Professional or general liability insurance	Timelines vary based on fulfillment of requirements.	The initial license is valid for one year from date of issuance. This license is to be renewed annually on or before the expiration date.	\$50.00 late renewal penalty	RCW 18.52C, WAC 246-845	No	
Pharmaceutical Manufacturer License	This license is issued to qualifying pharmaceutical manufacturers engaging in manufacturing of pharmaceuticals - legend/prescription drugs and/or controlled substances. May not distribute to end user.	Pharmaceutical Manufacturer Application	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations.	Timelines vary based on fulfillment of requirements.	Annual expiration on September 30	\$295 late penalty	RCW 18.64, WAC 246-895	No	

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Pharmaceutical Wholesaler License	This license is issued to qualifying pharmaceutical wholesalers. Wholesale distribution included non-resident manufacturers, repackers, distributors, own and/or private label, and pharmacies that conduct wholesale distributions. Includes full-line (prescription and nonlegend drugs) over-the-counter (OTC or nonlegend drugs); and distribution of controlled substances. Wholesale distributors do not sell to end users. In addition, there are Export and Export Non-profit Pharmaceutical Wholesale Distributor licenses.	Pharmaceutical Wholesaler Application	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations for in-state. Copy of inspection report within the last two years for out of state. Copy of home state license if out of state. Copy of current DEA card if applying for controlled substances.	Timelines vary based on fulfillment of requirements.	Annual expiration on September 30	\$295 late penalty; \$295 Export Wholesaler late penalty; \$25 Non-profit Export Wholesaler late penalty. OTC only Wholesaler \$165	RCW 18.64, WAC 246-879	No	
Pharmacy Health Care Entity License	This license is issued to any qualifying entity that is otherwise not licensed by the state. Health care entities may only administer, dispense or deliver legend drugs and controlled substances to its patients. This includes free-standing facilities such as cardiac care center. It may include multiple practitioner clinics, but is not required.	Health Care Entity Application	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations.	Timelines vary based on fulfillment of requirements.	Annual expiration on September 30	\$135 late penalty	RCW 18.64, WAC 246-904	No	
Pharmacy License	This license is issued to any qualifying location that engages in the practices pharmacy, and dispenses/delivers lawfully prescribed drugs and devices to patients. Pharmacies may dispense legal/prescription drugs/devices, controlled substances and OTC products. Differential Hours is issued to pharmacies located within an establishment that has different business hours than the rest of the establishment.	Pharmacy License Application	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations.	Timelines vary based on fulfillment of requirements.	Annual expiration on May 31	\$205 late penalty for late renewal of pharmacy license;	RCW 18.64, WAC 246-869	No	
Poison Distributor License	To allow a business to sell poison.	http://www.doh.wa.gov/Portals/1/Documents/Pubs/690163.pdf	Fees can be found in WAC 246-907-030		Pre-credentialing and period site Inspections	8 to 10 weeks	Annual expiration on September 30	No late penalty	RCW 69.38, WAC 246-907	No	
Poison Manufacturer License	To allow a business to manufacture poison.	http://www.doh.wa.gov/Portals/1/Documents/Pubs/690163.pdf	Fees can be found in WAC 246-907-030	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	Onsite inspection completed by DOH Office of Inspections and Investigations.	Timelines vary based on fulfillment of requirements.	Annual expiration on September 30	No late penalty	RCW 69.38	No	
Provider Performed Microscopic Procedures (PPMP) Medical Test Site License	To allow a business to perform all CLIA waived tests and the nine approved microscopic procedures. Applies to businesses having certain personnel to perform all CLIA waived tests and the nine approved microscopic procedures.	Medical Test Site Performed Microscopic Procedures Application	Fees vary and can be found in WAC 246-338-990	Mail the completed application with initial documentation and check or money order to Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial application to: Hospital Credentialing, PO Box 47877, Olympia, WA 98504-7877	No	Timelines vary based on fulfillment of requirements.	The initial license is issued to June 30th of the next odd year. The license is then renewed every two years on or before June 30th.	No late fee.	RCW 70.42, WAC 246-338	No	

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Public Water System Certification Fee	To protect public health, Group A water systems are required to have a certified operator responsible for operational and maintenance activities. Group A system is defined as a system that regularly serves 15 or more service connections or 25 or more people for 60 or more days a year.	Applications are generated annually by the Department of Health and mailed to the water system.	Variable based on the number of service connections	The department pre-populates and mails the application to the system owner. Owners must verify the information is accurate and sign and mail the application along with the certification fee to the Department within 70 days.	No	Within 120 days (noted in WAC 246-292-995 (2) & (3))	The operating permit is valid for one year	Variable based on the number of service connections	RCW 70.119, WAC 246-292	No	Permit processing time is not posted because it depends on date of payment and related batch print process. Additional information located at https://www.doh.wa.gov/CommunityandEnvironment/DrinkingWater/WaterSystemDesignandPlanning/OperatingPermitFees
Radioactive Air Emission Approval to Construct (New Construction) or to modify an existing structure	To approve and allow the operation of businesses that emit or has the potential to emit, radionuclide's into the air.	http://www.doh.wa.gov/CommunityandEnvironment/Radiation/RadioactiveAirEmissions.aspx	\$1,000 plus quarterly processing fees	Mail the completed application with the appropriate fees to Washington State Department of Health Office of Radiation Protection 309 Bradley Blvd. Suite 201, Richland WA 99352.	The facility must possess a Washington State radioactive materials license or be a used authorized by the National Regulatory Commission (NRC) or other Federal Agency (DOD and DOE).	DOH has 28 days upon receipt to determine if application is complete. Once deemed complete, DOH has 60 days to issue license. After license is issued, the licensee can accept the license and start work, wait 28 days until license goes into effect or appeal the license for adjudication WAC 246-247-060	The license is valid for five years	Late renewal can lead to termination of your radioactive air emissions license.	RCW 70.94 and 70.98	No	There is information on the Office of Radiation Protection Website. There is also information on the Office of Regulatory Assistance Website. http://www.ora.wa.gov/http://www.doh.wa.gov/CommunityandEnvironment/Radiation/RadioactiveAirEmissions.aspx
Radioactive Air Emission Approval to Construct (New Construction) or to modify an existing structure	To approve and allow the operation of businesses that emit or has the potential to emit, radionuclide's into the air.	http://www.doh.wa.gov/CommunityandEnvironment/Radiation/RadioactiveAirEmissions.aspx	\$1,000 plus quarterly processing fees	Mail the completed application with the appropriate fees to Washington State Department of Health Office of Radiation Protection 309 Bradley Blvd. Suite 201, Richland WA 99352.	The facility must possess a Washington State radioactive materials license or be a used authorized by the National Regulatory Commission (NRC) or other Federal Agency (DOD and DOE).	DOH has 28 days upon receipt to determine if application is complete. Once deemed complete, DOH has 60 days to issue license. After license is issued, the licensee can accept the license and start work, wait 28 days until license goes into effect or appeal the license for adjudication WAC 246-247-060	The license is valid for five years	Late renewal can lead to termination of your radioactive air emissions license.	RCW 70.94 and 70.98, WAC 246-247	No	There is information on the Office of Radiation Protection Website. http://www.doh.wa.gov/CommunityandEnvironment/Radiation/RadioactiveAirEmissions.aspx There is also information on the Office of Regulatory Assistance Website.

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Radioactive Air Emission License to Operate New Facility	To regulate any business that emits, or has the potential to emit, radionuclides into the air.	See WAC 246-247-110 for application information requirements or contact the Radioactive Air Emission Section at (509) 946-3798.	\$1,000 for each air emission license, plus the staff cost of processing the application upon receipt of a quarterly bill	Mail the completed application with the appropriate fees to Washington State Department of Health Office of Radiation Protection 309 Bradley Blvd. Suite 201, Richland WA 99352.	An onsite inspection will occur during the licensing process to verify information submitted in the application.	Within 60 days (per ORA website)	The license is valid for five years and must be renewed before it expires.	Late renewal can lead to termination of your radioactive air emissions license.	RCW 70.94 and 70.98, WAC 246-247	No	There is information on the Office of Radiation Protection Website. http://www.doh.wa.gov/CommunityandEnvironment/Radiation/RadioactiveAirEmissions.aspx There is also information on the Office of Regulatory Assistance Website.
Radioactive Material License - Industrial	To allow the use of radioactive material for industrial purposes. Licensees who use sources of radiation for industrial radiography.	http://www.doh.wa.gov/CommunityandEnvironment/Radiation/RadioactiveMaterials/Licensing/Industrial/NewIndustrialRadioactiveMaterialsLicenses.aspx	Fees can be found in WAC 246-254-090.	Mail the completed application with supporting information with the applicable fee to the Department	All new applicants are vetted to assure they are who they say they are and that they will use the radioactive material as intended.	We strive for a 30 day turnaround after the 20 day required notification to cities/counties for a new radioactive materials applicant in that jurisdiction.	Yes, every 5 years.	None.	RCW 70.98 and 70.94, WAC 246-243	No	License processing time is not posted because it depends on the complexity of projects and related requirements.
Radioactive Material License -General License Registration	To regulate the use of radioactive materials by businesses. Applies to commercial and industrial firms and research, educational and medical institutions, businesses, and state or local government agencies dealing with radioactive materials.	http://www.doh.wa.gov/CommunityandEnvironment/Radiation/RadioactiveMaterials/Licensing/GenerallyLicensedDevices.aspx	Fees can be found in WAC 246-254-090.	Mail the completed application with supporting information with the applicable fee to the Department	No.	We strive for a 30 day turnaround after the 20 day required notification to cities/counties for a new radioactive materials applicant in that jurisdiction.	Yes, this "registration" must be renewed every 5 years.	None.	RCW 70.98 and 70.94, WAC 246-233	No	None. License processing time is not posted because it depends on the complexity of projects and related requirements
Radioactive Material License - Laboratory	To regulate all the use of radioactive materials in laboratories and research institutions. Applies to all laboratory and manufacturing licenses who primarily use unsealed radioactive materials.	http://www.doh.wa.gov/CommunityandEnvironment/Radiation/RadioactiveMaterials/Licensing/Laboratory.aspx	Fees can be found in WAC 246-254-100.	Mail the completed application with supporting information with the applicable fee to the Department	All new applicants are vetted to assure they are who they say they are and that they will use the radioactive material as intended.	We strive for a 30 day turnaround after the 20 day required notification to cities/counties for a new radioactive materials applicant in that jurisdiction.	Yes, every 5 years.	None.	RCW 70.98 and 70.94, WAC 246-235	No	License processing time is not posted because it depends on the complexity of projects and related requirements.
Radioactive Material License -Medical	To regulate all medical use of radioactive material for medical purposes. Applies to any hospital, clinic, private physician, nuclear pharmacy or accelerator production of medical nuclides using radioactive material.	http://www.doh.wa.gov/CommunityandEnvironment/Radiation/RadioactiveMaterials/Licensing/Medical.aspx	Fees can be found in WAC 246-254-080.	Mail the completed application with supporting information with the applicable fee to the Department	All new applicants are vetted to assure they are who they say they are and that they will use the radioactive material as intended.	We strive for a 30 day turnaround after the 20 day required notification to cities/counties for a new radioactive materials applicant in that jurisdiction.	Yes, every 5 years.	None.	RCW 70.98 and 70.94, WAC 246-240	No	License processing time is not posted because it depends on the complexity of projects and related requirements.
Reciprocal Radioactive Material License	To allow licensees from other states to come into Washington and use radioactive materials under the license from a different state. Licensees from other states wishing to come into Washington to use Radioactive Material under their own state or Nuclear Regulatory Commission (NRC) license.	http://www.doh.wa.gov/CommunityandEnvironment/Radiation/RadioactiveMaterials/Licensing/ReciprocityInformation.aspx	Fees can be found here based on the type of work planned in Washington.	Mail the completed application with supporting information with the applicable fee to the Department	The vetting of licensees is done in their home state.	3 days (noted on Agency website)	The license is valid for one year	None.	RCW 70.98 and 70.94, WAC 246-232	No	

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Recreational Water Contact Facilities Construction Permit	To review proposed design and allow construction of recreational water contact facilities (RWCFs).	https://www.doh.wa.gov/CommunityandEnvironment/WaterRecreation/RegulatedFacilities/ConstructionPermit	\$400 base fee. Additional fees apply. See WAC 246-262-990	Mail Plans, fees, and application to DOH	Yes	Response within 30 days. Issuance varies depending on application response to review questions.	This license has no expiration	N/A	RCW 70.90, WAC 246-262	No	https://www.doh.wa.gov/CommunityandEnvironment/WaterRecreation/RegulatedFacilities/ConstructionPermit
Recreational Water Contact Facilities Operating Permit	To allow the operation of recreational water contact facilities (RWCFs).	Contact Water Recreation Program at WaterRecreation@doh.wa.gov or https://www.doh.wa.gov/AboutUs/ProgramsandServices/EnvironmentalPublicHealth/EnvironmentalHealthandSafety/WaterRecreation/Contacts	\$180 base fee. Additional fees apply. See WAC 246-262-990	Contact DOH (or LHJ) for application	Yes	Less than 30 days.	The license is valid for one year, and it needs to be renewed annually.	No late fee is assessed. However, RWCF may not be open to the public without operating permits. (LHJs may charge late fees.)	RCW 70.90, WAC 246-262	No	https://www.doh.wa.gov/AboutUs/PublicHealthSystem/LocalHealthJurisdictions
Residential Treatment Facility	To regulate the operation of Residential Treatment Facilities that provide 24 hr community based, non hospital treatment for substance abuse and psychiatric disorders.	Residential Treatment Facility Webpage	Fees vary and can be found in WAC 246-337-990	Mail completed application with initial documentation and check or money order to: Department of Health, PO Box 1099, Olympia, WA 98507-1099. Send other documents not sent with initial documentation to: Residential Treatment Facility Credentialing, PO Box 47877, Olympia WA 98504-7877.	Policy & Procedure review and onsite inspection completed by DOH Office of Inspections and Investigations. State Fire Marshal inspection completed by Washington State Patrol. DOH Construction Review Services approval. Washington State Patrol background check and signed disclosure statement for the administrator. Certification of services completed by DSHS Division of Behavioral Health and Recovery.	Timelines vary based on fulfillment of requirements.	The initial license is valid for one year from date of issuance. This license is to be renewed annually on or before the expiration date.	\$33 per licensed bed, up to \$660.	RCW 71.12, WAC 246-337	No	
Satellite System Management Agencies (SMA) Approval	To obtain approval to operate as a DOH-approved satellite management agency for the purpose of owning and/or operating more than one public water system without physical connection between systems.	http://www.doh.wa.gov/CommunityandEnvironment/DrinkingWater/WaterSystemAssistance/SatelliteManagementAgencies.aspx	Varies depending on number of water systems owned and total number of service connections	Applicant notifies department of intent to become an approved SMA and attends a pre-application meeting to determine scope of SMA plan. The applicant submits their SMA plan for review and approval.	SMA plan must demonstrate that at least one staff person has at least three years water system ownership or management experience and that at least one staff person will meet minimum certified operator requirements.	Up to 90 days to review and either approve the proposed plan or issue review comments.	SMA plan approval is valid for five years.	Late renewal of plan and lack of responsiveness may lead to withdrawal of SMA approval.	RCW 70.116, WAC 246-295	No	Actual processing time varies based on complexity of proposal, related requirements and geographical span of proposed service area. Typical processing time is 90 days for department review and comment on proposed plan.
Shellfish Commercial License	To allow commercial harvesting and/or processing of shellfish. Applies to any person who possesses commercial quantities of shellfish for sale for human consumption.	http://www.doh.wa.gov/CommunityandEnvironment/Shellfish/CommercialShellfish.aspx	Depends on the type of operation. Fees can be found in WAC 246-282-990	Mail application, plan of operations, and fee (tribes do not submit a fee)	Pre-operation inspection and 30-day follow-up inspection	Varies from one week to one year, depending on the complexity of the project (per ORA website)	The license is valid for one year	None	RCW 69.30, WAC 246-282	No	SBOH has rulemaking authority
Shopkeeper License	Issued to a qualifying business (except licensed pharmacies) that sells any nonprescription drugs to the consumer.	http://bls.dor.wa.gov/shopkeeper.aspx	\$40 per location	Submit application to Dept of Revenue/Business Licensing Service	No	3-5 business days	Annual renewal on May 31	\$40.00	RCW 18.64, RCW 69.43	Yes	
Temporary Worker Housing (TWH) Regular License	To allow temporary worker housing owners/operators to provide temporary worker housing for all migrant farm workers. Applies to anyone providing temporary worker housing for ten or more occupants or have five or more dwelling units, facilities using the TWH construction standards in WAC 246-359, all cherry harvest camps including tents and participants in the H2A Program per U.S. Department of Labor requirements to be licensed by DOH.	https://www.doh.wa.gov/LicensesPermitsandCertificates/FacilitiesNewReneworupdate/TemporaryWorkerHousing/ApplicationsandForms	Fees vary and can be found in WAC 246-358-990	Mail the completed application with fees (check or money order) to Department of Health, Revenue Section, P.O. Box 1099, Olympia, WA 98507-1099	DOH inspectors conduct pre and post occupancy inspections.	Timelines vary based on fulfillment of requirements.	The license is valid for one year	\$100 late fee	RCW 70.114A, WAC 246-358	No	

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Transient Accommodations License	To allow a business, which provides three or more lodging units, to offer accommodation services to the public for periods of less than thirty days.	http://www.doh.wa.gov/LicensesPermitsandCertificates/FacilitiesNewReneworUpdate/TransientAccommodations/LicensingRequirements/ApplicationsandForms.aspx	Fees vary and can be found in WAC 246-360-990	Mail the completed application with fees (check or money order) to Department of Health, Revenue Section, P.O. Box 1099, Olympia, WA 98507-1099	DOH inspectors conduct initial licensure inspections and every three years thereafter.	Timelines vary based on fulfillment of requirements.	The initial license is valid for one year from date of issuance. This license is to be renewed annually on or before the expiration date.	\$66.00	RCW 70.62, WAC 246-360	No	
Tribal Bait Harvest Site Certification and Bait Harvest Permit	To allow a business to harvest shellfish from a harvest site in a growing area classified by the department as "prohibited," "restricted," or "conditionally approved" in closed status.	http://www.doh.wa.gov/CommunityandEnvironment/Shellfish/CommercialShellfish/ForIndustryMembers.aspx	N/A	Submit complete application to Department	Inspection	Up to 6 weeks depending on operation	Expires on the same date as the person's shellfish operation license	None	RCW 69.30, WAC 246-282	No	SBOH has rulemaking authority. Permit processing time is not posted because it depends on the complexity of projects and related requirements.
Water Recreation Facilities Construction Permit	To review proposed design and allow construction of water recreation facilities (WRF).	http://www.doh.wa.gov/CommunityandEnvironment/WaterRecreation/RegulatedFacilities/ConstructionPermits.aspx	Fees vary and are available here: https://apps.leg.wa.gov/WAC/default.aspx?cite=246-260-9901	Mail Plans, fees, and application to DOH	A signed construction report must be submitted when the construction is complete, and the facility must be inspected and permitted prior to opening to the public. Pre-opening inspection fee is charged separately by LHJs.	Typical turnaround time is 14 days and it can be up to 30 days per review. Most applications require multiple reviews, and the total time it takes from the time of receiving an application until issuing/denying permit depends on the project.	The owner needs to complete construction within 18 months of the permit issuance. Upon request, the construction permit life can be extended for another 12 months. Once the construction permit expires, the owner must submit another application.	Plan review process starts over from the beginning including fees and new application materials.	RCW 70.90, WAC 246-260	No	https://www.doh.wa.gov/CommunityandEnvironment/WaterRecreation/RegulatedFacilities/ConstructionPermit
Water Recreation Facilities Operating Permit	To allow the operation of water recreational facilities (WRFs).	Contact Water Recreation Program at WaterRecreation@doh.wa.gov or https://www.doh.wa.gov/AboutUs/ProgramsandServices/EnvironmentalPublicHealth/EnvironmentalHealthandSafety/WaterRecreation/Contacts	Fees vary and are available here: https://apps.leg.wa.gov/WAC/default.aspx?cite=246-260-9901	Contact DOH (or LHJ) for application	WRFs are subject to inspections and violations may lead to enforcement.	The license is valid for 6 months or one year depending on the length of period open throughout the year, and it needs to be renewed annually.	The license is valid for one year.	No late fee is assessed. However, WRF may not be open to the public without operating permits. (LHJs may charge late fees)	RCW 70.90, WAC 246-260	No	https://www.doh.wa.gov/AboutUs/PublicHealthSystem/LocalHealthJurisdictions
X-Ray Facility and Devices Registration	To allow a business to offer x-ray services.	http://bls.dor.wa.gov/xray.aspx	Varies depending on the facility type and tube type and number	Submit application to Dept of Revenue/Business Licensing Service	Yes. Certain facilities need to get a plan review approval prior to endorsement	30 days	DOH Approves the endorsement. DOR-BLS issues the license. Time between application and approval is usually less than 5 business days.	50% of the renewal fee up to \$150, which goes directly to BLS.	RCW 70.98 and 70.94, WAC 246-224	Yes	Processing time is not posted because depends on the complexity of projects and related requirements.
Temporary Worker Housing (TWH) Regular License	To allow temporary worker housing owners/operators to provide temporary worker housing for all migrant farm workers. Applies to anyone providing temporary worker housing for ten or more occupants or have five or more dwelling units, facilities using the TWH construction standards in WAC 246-359, all cherry harvest camps including tents and participants in the H2A Program per U.S. Department of Labor requirements to be licensed by DOH.	https://www.doh.wa.gov/LicensesPermitsandCertificates/FacilitiesNewReneworUpdate/TemporaryWorkerHousing/ApplicationsandForms	Fees vary and can be found in WAC 246-358-990	Mail the completed application with fees (check or money order) to Department of Health, Revenue Section, P.O. Box 1099, Olympia, WA 98507-1099	DOH inspectors conduct pre and post occupancy inspections.	Timelines vary based on fulfillment of requirements.	The license is valid for one year	\$100 late fee	RCW 70.114A, WAC 246-358	No	No
Transient Accommodations License	To allow a business, which provides three or more lodging units, to offer accommodation services to the public for periods of less than thirty days.	http://www.doh.wa.gov/LicensesPermitsandCertificates/FacilitiesNewReneworUpdate/TransientAccommodations/LicensingRequirements/ApplicationsandForms.aspx	Fees vary and can be found in WAC 246-360-990	Mail the completed application with fees (check or money order) to Department of Health, Revenue Section, P.O. Box 1099, Olympia, WA 98507-1099	DOH inspectors conduct initial licensure inspections and every three years thereafter.	Timelines vary based on fulfillment of requirements.	The initial license is valid for one year from date of issuance. This license is to be renewed annually on or before the expiration date.	\$66.00	RCW 70.62, WAC 246-360	No	No
Tribal Bait Harvest Site Certification and Bait Harvest Permit	To allow a business to harvest shellfish from a harvest site in a growing area classified by the department as "prohibited," "restricted," or "conditionally approved" in closed status.	http://www.doh.wa.gov/CommunityandEnvironment/Shellfish/CommercialShellfish/ForIndustryMembers.aspx	N/A	Submit complete application to Department	Inspection	Up to 6 weeks depending on operation	Expires on the same date as the person's shellfish operation license	None	RCW 69.30, WAC 246-282	No	No

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Water Recreation Facilities Construction Permit	To allow construction of water recreation facilities (WRF). Applies to owners and builders of regulated recreational water facilities.	http://www.doh.wa.gov/CommunityandEnvironment/WaterRecreation/RegulatedFacilities/ConstructionPermits.aspx	Fees vary and are available here: http://www.doh.wa.gov/Portals/1/Documents/Pubs/333-136-FeePolicy.pdf	Mail Plans, fees, and application to DOH	Yes	Response within 30 days. Issuance varies depending on applicant response to review questions.	The license is valid for 18 months	Plan review process starts over from the beginning including fees and new application materials.	RCW 70.90, WAC 246-260	No	No
Water Recreation Facilities Operating Permit	To allow the operation of water recreational facilities (WRFs).	Contact Water Recreation Program at WaterRecreation@doh.wa.gov	Fees vary and are available here: http://www.doh.wa.gov/Portals/1/Documents/Pubs/333-136-FeePolicy.pdf	Contact DOH or local health department for application	Yes	Less than 30 days.	The license is valid for one year.	N/A	RCW 70.90, WAC 246-260	No	No
X-Ray Facility and Devices Registration	To allow a business to offer x-ray services.	http://bls.dor.wa.gov/xray.aspx	Varies depending on the facility type and tube type and number	Submit application to Dept of Revenue/Business Licensing Service	Yes. Certain facilities need to get a plan review approval prior to endorsement	30 days	DOH Approves the endorsement. DOR-BLS issues the license. Time between application and approval is usually less than 5 business days.	50% of the renewal fee up to \$150, which goes directly to BLS.	RCW 70.98 and 70.94, WAC 246-224	Yes	No
Department of Licensing											
Aircraft Fuel Distributor License	To allow the purchase of non-taxed aircraft fuel for resale. This license includes both aviation gasoline and jet fuel.	http://www.dol.wa.gov/forms/441750.pdf	\$50 background check for each corporate officer/partner listed on the application	Apply online through TAP – PRFT Taxpayer Access Point (https://wadolprft.gentax.com/TAP/_/)	Each corporate officer or partner listed on the application (limit 3) must complete the employment or business history of this application.	Up to 15 business days from date received	No - renewal not required (must be cancelled or revoked)	None	RCW 82.42	No	Fuel Tax Compliance Guide - https://www.dol.wa.gov/vehicleregistration/ftmotor/special.html
		https://wadolprft.gentax.com/TAP/_/		Submit a completed application, fees and any required attachments to the address provided on the form.	Provide an original surety tax bond.				WAC 308-78		
		http://www.dol.wa.gov/vehicle/registration/ftaircraft.html			Copies of licenses issued by jurisdictions (states and Canadian Provinces) from which fuel is imported from or to where fuel is exported.						
Amateur Mixed Martial Arts Sanctioning Organization	To allow an organization dedicated to advancing the sport of amateur mixed martial arts to oversee amateur mixed martial arts events where an admission fee is charged and where the promoter, officials, and participants are licensed in Washington State.	http://www.dol.wa.gov/forms/611022.pdf	500	Submit a completed application, fees and any required attachments to the address provided on the form.	Have an established place of business that offers training in one or more of the mixed martial arts	Up to 14 business days from date received	Yes - Valid for one year	None	RCW 67.08	No	http://www.dol.wa.gov/business/athletics/index.html
		http://www.dol.wa.gov/business/athletics/amateursanction.html			Have a current tax registration through the Department of Revenue				WAC 36-14		
		http://www.dol.wa.gov/business/athletics/forms.html			Have a minimum of 3 years total combined amateur or professional experience in at least 3 of the following areas: Referee, Promoter, Judge, Inspector, or offering training in one or more of the mixed martial arts						
					Provide a list of authorized representatives who will be in charge of events or exhibitions. (Changes to this list won't be accepted within 30 days before an event or exhibition.)						
Amateur Mixed Martial Arts Training Facility	To allow a facility that offers training in one or more of the mixed martial arts to hold amateur mixed martial arts exhibitions where an admission fee is charged.	http://www.dol.wa.gov/forms/611021.pdf	Initial Application \$500	Submit a completed application, fees and any required attachments to the address provided on the form.	Have an established place of business that offers training in one or more of the mixed martial arts	Up to 14 business days from date received	Yes - Valid for one year	None	RCW 67.08	No	http://www.dol.wa.gov/business/athletics/index.html
		http://www.dol.wa.gov/business/athletics/forms.html									
		http://www.dol.wa.gov/business/athletics/amateurtraining.html			Have a current tax registration through the Department of Revenue				WAC 36-14		

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Appraisal Management Company License	To allow an appraisal management company to contract with Washington appraisers for appraisal services in Washington State.	http://www.dol.wa.gov/forms/622188.pdf	New license- \$2400 non refundable fee Renewal license- \$1,200 non refundable fee	Submit a completed application, fees and any required attachments to the address provided on the form.	Proof of surety bond - include Appraisal Management Company \$100,000.00 Surety Bond form, APR-622-190	Up to 7 business days from date received	Yes - Valid for two years	Late renewal: \$38	RCW 18.310	No	
		http://www.dol.wa.gov/forms/622190.pdf			Have a completed Appraisal Management Controlling Person and Owner Registration form (APR-622-189), for the designated controlling person and each owner that owns 10% or more of the company.				WAC 308-409		
		http://www.dol.wa.gov/forms/622189.pdf			Background check is required for the designated controlling person and each person who owns 10% or more of the company.				Chapter 18.235 RCW		
		http://www.dol.wa.gov/business/appraisalmgmt/amlicense.html									
Auctioneer License (This is a business license and a professional/individual license)	To allow a person to call bids at auction and allows a sole proprietor business to operate as an auction company whose sales do not exceed \$25,000.	http://www.dol.wa.gov/forms/682001.pdf	Initial Application \$155	Submit a completed application, fees and any required attachments to the address provided on the form.	Financial Certification Affidavit (included in application packet)	Up to 14 business days from date received	Yes - Valid for one year	Late renewal: \$255	RCW 18.11	No	https://www.dol.wa.gov/business/auctioneers/index.html
		https://www.dol.wa.gov/business/auctioneers/auctioneer.html			Surety Bond (included in packet) Bond requirements visit: http://www.dol.wa.gov/business/auctioneers/auctioncompany.html				WAC 308-11		
		https://www.dol.wa.gov/business/auctioneers/auctionforms.html			Tax registration number						
					If you hold client funds more than 24 hours, you must have a trust account. Background check required.						
Auction Company License	To allow a business to operate an auction company. Applies to a legal or commercial entity that sells or offers to sell goods or real estate at auction or arranges, sponsors, or manages auctions.	http://www.dol.wa.gov/forms/682001.pdf	Initial application: \$255	Submit a completed application, fees and any required attachments to the address provided on the form.	Financial Certification Affidavit (included in application packet)	Up to 14 business days from date received	Yes - Valid for one year	Late renewal: \$355	RCW 18.11	No	http://www.dol.wa.gov/business/auctioneers/index.html
		http://www.dol.wa.gov/business/auctioneers/auctioncompany.html			Surety Bond (included in packet) Bond requirements visit: http://www.dol.wa.gov/business/auctioneers/auctioncompany.html				WAC 308-11		
		https://www.dol.wa.gov/business/auctioneers/auctionforms.html			Tax registration number						
					If you hold client funds more than 24 hours, you must have a trust account. Background check required.						

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Authority to Operate a Cemetery	To authorize a business to operate a cemetery.	http://www.dol.wa.gov/forms/650013.pdf	\$300 - Certificate of Authority to Operate \$6.20/burial performed during the previous year - Certificate of Authority renewal	1.Contact the city or county where the property is located to see if it can be used as a cemetery. 2.Dedicate the cemetery property. 3.Be sure you've met all the requirements for the operating corporation and endowment care fund listed above. 4.File a business license application to get a Unified Business Identifier (UBI) number from the Department of Revenue. 5.Complete an Authority to Operate a Cemetery Application. -You must include your UBI number on the application. --The application must be completed by the corporation. -- Be sure to provide all the required supporting documents. 6.Mail all of the following to the address on the application form: -- Your completed application and attachments. -- A check or money order for the application fee (payable to the Department of Licensing).	Before applying for a license, you must meet all of the following requirements:	Up to 7 business days from date received	Yes - Valid for one year	None	RCW 68	No	
		http://www.dol.wa.gov/business/funeralcemetery/cemgetlicense.html			Cemetery must be operated by a corporation established for that purpose. This corporation must be established and adopt the appropriate bylaws before operating the cemetery.				WAC 98		
					Must deposit \$25,000 in an endowment care fund before selling or disposing of any plot.				RCW 18.235		
Bail Bond Agency/Branch Office License	To allow bail bond agencies to operate in Washington State.	http://www.dol.wa.gov/forms/692002.pdf	1200	Submit a completed application, fees and any required attachments to the address provided on the form.	Three years' experience as a manager, supervisor, or administrator in the bail bond business or related field in WA State	30-60 business days from date received	Yes - Valid for one year	Late renewal: \$1,200	RCW 18.185	No	U.S. Veterans may be eligible for partial reimbursements of costs. For more information visit: http://www.benefits.va.gov/gibill/licensing_certification.asp
					Must have a business license with Department of Revenue.				RCW 18.235		
					No experience - an examination will be scheduled upon DOL's receipt of application materials						
		http://www.dol.wa.gov/business/bailbonds/bbagencybranch.html			\$10,000 surety bond				WAC 308-19		
					If you write property bonds - court names that have given approval for the placing of property bonds.						
					If you write surety bail bonds - name/address of surety; attorney in fact; name of buildup fund is in						
					If your agency is a corporation - copy of articles of incorporation; a list of officers, departments and their addresses.						

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Bail Bond Recovery Agent	To apprehend criminal defendants for whom bail bonds have been posted.	https://www.dol.wa.gov/business/bailbonds/bbra.html	BBRA license \$450	Submit a completed application, fees and any required attachments to the address provided on the application form.	Be at least 21 years old.	30-60 business days from date received	Yes - Valid for one year	Late renewal fee - \$500	RCW 18.185, RCW 18.235, WAC 308-19	No	U.S. Veterans may be eligible for partial reimbursements of costs. For more information visit: http://www.benefits.va.gov/gibill/licensing_certification.aspx
		http://www.dol.wa.gov/forms/692005.pdf			Get fingerprinted for state and national background checks						
Body Art, Body Piercing, Permanent Cosmetics - Shops, Mobile Units, and Event Location License	To allow the operation of body art, body piercing, permanent cosmetics, and tattoo in Washington State. Conventions or events in Washington State must have an event license and meet the same requirements as shops and mobile units.	http://www.dol.wa.gov/forms/667002.pdf	\$300 per location or event	Submit a completed application, fees and any required attachments to the address provided on the form.	Be registered with the Department of Revenue	Up to 14 business days from date received	Yes - Valid for one year or when your business liability insurance expires, whichever comes first	Late renewal: \$400	RCW 18.300	No	http://www.dol.wa.gov/business/tattoo/sanitation.html
		http://www.dol.wa.gov/business/tattoo/shoplicense.html			Safety and sanitation requirements must be met (http://www.dol.wa.gov/business/tattoo/sanitation.html)				WAC 308-22		
					Requirements for acceptable business practices (http://www.dol.wa.gov/business/tattoo/businesspractices.html)						http://www.dol.wa.gov/business/tattoo/businesspractices.html
					The Department will make contact and arrange for an inspection time prior to the start of an event.						
					NOTE: The Department of Licensing may perform a background check on the applicant if they have answered "yes" to any criminal conviction/complaint/previous license suspension questions on the application.						
Camping Resort Company Registration	To allow a business that offers contracts for the use of a camping site for more than 30 days within a privately-owned camping resort.	http://www.dol.wa.gov/forms/612001.pdf	\$3,200 Registration Fee; additional \$1,000 for each camping resorts	Apply online (http://bbs.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	Draft copy of the public offering statement (http://www.dol.wa.gov/forms/612019.pdf)	20 business days (as noted in RCW 19.105.330)	Yes - Valid for one year	800	RCW 19.105 RCW 19.170	No	
		http://www.dol.wa.gov/business/campingresorts/crresortcompany.html	\$500 Initial contracts up to 500; additional \$100 for each 500 contracts		If there are leases, liens, or encumbrances on the resort property (http://www.dol.wa.gov/forms/612014.pdf)				WAC 308-420		
Cemetery Pre-Arrangement Sales License	To allow cemeteries to pre-sell opening/closing, setting fees, liners, vaults, burial receptacles, markers, completion dates or markers, vases, cremation services, urns, undeveloped niches, crypts, lots or any other undelivered cemetery goods or services.	http://www.dol.wa.gov/forms/650005.pdf	\$250 Initial Application Fee \$225 Annual Renewal Fee	Submit a completed application, fees and the required attachments to the address provided on the form.	Must hold a valid and unsuspended certificate of authority to operate a cemetery issued by the WA state funeral and cemetery board.	Up to 7 business days from date received	Yes - Valid for one year	None	RCW 68	No	Exemption may be granted to any cemetery authority that sells less than twenty prearrangement contracts per year and deposits one hundred percent of all funds received into a trust fund under RCW 68.46.030. http://www.dol.wa.gov/forms/650004.pdf
									RCW 18.235		
									WAC 98-14		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Cemetery Pre-Arrangement Sales License Exemption	To allow cemeteries to pre-sell a limited number of opening/closing, setting fees, liners, vaults, burial receptacles, markers, completion dates or markers, vases, cremation services, urns, undeveloped niches, crypts, lots or any other undelivered cemetery goods or services under certain circumstances.	https://www.dol.wa.gov/forms/650004.pdf	\$70 Initial Application Fee \$35 Annual Renewal Fee	Submit a completed application and fees to the address provided on the form.	Must hold a valid and unsuspended certificate of authority to operate a cemetery issued by the WA state funeral and cemetery board Only available to cemeteries that sell less than twenty prearrangement contracts per year; and Deposit one hundred percent of all funds received into a trust fund	Up to 7 business days from date received	Yes - Valid for one year	None	RCW 68 RCW 18.235 WAC 98-14	No	
Collection Agency, Collection Agency Branch, Out-Of-State Collection Agency, Out-Of-State Collection Agency Branch	To allow any business to solicit, collect, or attempt to collect debts on behalf of a third party (client). Or, to allow any business to purchase delinquent or charged off debts for collection purposes, whether it collects the debts itself, or hires a third party to collect the debts. Any individual to collect a debt, using any name other than their own when contacting a debtor, to collect a debt owned to the individual.	http://www.dol.wa.gov/business/collectionagency/colforms.html	Collection agency Fee Main office license - \$850 Main office license re-registration (if main office license expired over 30 days) - \$1,325 Branch office license (required for each branch office located inside or outside Washington) \$550 Branch office license re-registration (if branch office license expired over 30 days) - \$850	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	Proof of established trust account at a federally insured banking institute for money collected on behalf of clients. This account must have sufficient funds to pay all obligations to clients. Note: For in-state agencies, the bank must be located in Washington.	Up to 15 business days from date received	Yes - Valid for one year	Late renewal:	RCW 19.16	Yes	
		Deleted link to telephone solicitors as they are not a part of the Regulatory Boards Section.	Out-of-state collection agency Fee Main office license - \$425 Main office license re-registration (if main office license expired over 30 days) - \$662.50 Branch office license (required for each branch office located inside or outside Washington) - \$275 Branch office license re-registration (if branch office license expired over 30 days) - \$425		\$5,000 surety bond	(includes DOR and DOL processing time)		50% of all renewal fees up to \$150 for each location.	WAC 308-29		
		https://dor.wa.gov/doing-business/register-my-business	Renewal fees Note: If your home state doesn't require fees of non-resident, out-of-state agencies, the Washington renewal fee can be waived. Collection agency - Fee Main office license renewal - \$475 Branch office license renewal - \$300 Out-of-state collection agency - Fee Main office license renewal - \$237.50 Branch office license renewal - \$150		Financial statement showing liabilities and assets in 1 of the 3 months prior to application and showing at least \$7,500 in cash, equity, or net worth.			Main office license re-registration (if main office license expired over 30 days) \$1325	RCW 19.16		
			Miscellaneous fees Other fees that may apply - Fee Business License Application fee - \$19 State tax registration - No fee Registering your business name as a trade name - \$5		Out-of-state collection agencies requesting bond waiver:			Termination after 120 days of delinquency.	RCW 18.235		
					Proof of current bond				WAC 308-08		
					Copy of home state regulations regarding collection agencies						

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					Out-of-state collection agencies requesting licensing fee waiver: Copy of home state regulations regarding collection agencies						
Commercial Telephone Solicitor License	To allow any business that makes unsolicited commercial telephone calls and sells goods or products during the call or that offers free prizes by mail and invite a telephone response. EXCEPT for any business soliciting for educational, political, or charitable purposes; any business for which less than 60% of the prior year's sales were made by telephone solicitations; any business that sells businesses that either resell the product or use if for manufacturing.	http://www.dol.wa.gov/business/telephone/tsforms.html	\$72 per location	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	<u>Must complete a Personal/Criminal History Statement for each manager and for persons other than the manager.</u> (http://bls.dor.wa.gov/forms/700324.pdf)	Up to 15 business days from date received	Yes - Valid for one year	Late renewal:	RCW 19.158	Yes	
		http://www.dol.wa.gov/business/telephone/tslicense.html			If you have any criminal convictions or civil judgments in any jurisdiction within the past 10 years, you can provide documentation to support your explanation of the circumstances.	(includes DOR and DOL processing time)		50% of all renewal fees up to \$150 for each location.	WAC 308-320		
Cosmetologists - Salon/Shop, Personal Services, or Mobile Unit License	To allow salon/shop, personal service, or mobile unit to provide cosmetology, barbering, manicuring, hair design, esthetics, or master esthetics that are performed for a fee.	http://www.dol.wa.gov/forms/638151.pdf	Initial fee: \$110	1. File a Business License Application (http://bls.dor.wa.gov/file.aspx)	Be registered with the Department of Revenue	Up to 14 business days from date received	Yes - Valid for one year	Termination after 120 days of delinquency. Late renewal: \$160	RCW 18.16	No	A salon/shop is any building, structure, or part thereof. This includes individuals leasing space where services are performed.
		http://www.dol.wa.gov/business/cosmetology/get_salon.html		2. Submit a completed application, fees and any required attachments to the address provided on the form.	Course description available for distribution to prospective and enrolled students			Expired over 1 year - its canceled and need to reapply	WAC 308-20		Personal services are services performed in the client's home, office, or other location that's convenient for the client.
					Note: The Department of Licensing may perform a background check on the applicant if they have answered "yes" to any criminal conviction/complaint/previous license suspension questions on the application.						A mobile unit is a location where services are performed in a mobile structure (van, mobile home, etc.).
Cosmetology, Barbering, Esthetics, and/or Manicuring School License	To allow a business to offer instruction in cosmetology, barbering, esthetics, manicuring, hair design, master esthetics, or instructor-trainee to students in Washington State.	http://www.dol.wa.gov/forms/638050.pdf	Initial application: \$300	1. File a Business License Application (http://bls.dor.wa.gov/file.aspx)	If the business is a partnership or corporation, attach a copy of the partnership agreement or current corporation document.	Up to 30 business days from date received	Yes - Valid for one year	Late renewal: \$475	RCW 18.16	No	http://www.dol.wa.gov/business/cosmetology/get_license.html
		http://www.dol.wa.gov/business/cosmetology/school_license.html		2. Submit a completed application, fees and any required attachments to the address provided on the form.	A copy of school's curriculum, catalog, brochure (if you have one), enrollment contract, and cancellation/refund policies				WAC 308-20		
				3. Submit a deposit of \$300 to the Tuition Recovery Trust Fund.	Publication of the school and its courses; administrator resume						
					Course description available for distribution to prospective and enrolled students						
					<u>Surety Bond not less than \$10,000 or 10% of the annual gross tuition collected by the school, whichever is greater; not to exceed \$50,000</u> (http://www.dol.wa.gov/forms/638155.pdf)						
					<u>Must pass pre-licensing inspection</u> <u>The Department conducts pre-inspections prior to a school opening</u>						

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
					NOTE: The Department of Licensing may perform a background check on the applicant if they have answered "yes" to any criminal conviction/complaint/previous license suspension questions on the application.						
					Data Sheet (http://www.dol.wa.gov/forms/638078.pdf)						
Cremated Remains Disposition Permit	To authorize the business to dispose of cremated remains under RCW 68.50.160.	http://www.dol.wa.gov/forms/650008.pdf	Application fee - \$70 Renewal fee - \$35	Submit a completed application, fees and any required attachments to the address provided on the form.	None	Up to 5 business days from date received	Yes - Expires on January 31 (annually). If original license granted up to 90 days prior to January 31, first expiration date is pushed forward to following year.	No monetary penalty; however, license changes to "out of business" 90 days after expiration date and customer must be reinstated manually by staff.	RCW 68 RCW 18.235	No	
		http://www.dol.wa.gov/business/funeralcemetery/remainspermit.html							WAC 98-60 WAC 308-47		
Crematory Operation Permit	To allow a business to operate a crematory.	http://www.dol.wa.gov/forms/650011.pdf	Application fee - \$210 Renewal fee - \$8 per cremation	Submit a completed application and fees to the address provided on the form.	You must have a license or an endorsement on your funeral establishment license to operate a crematory or conduct a cremation	Up to 5 business days from date received	Yes - Valid for one year	None	RCW 68 RCW 18.235	No	
		http://www.dol.wa.gov/business/funeralcemetery/cremgeneticlicense.html			Comply with all city or county zoning, health, and ecology ordinances				WAC 308-48 WAC 308-47		
Driver Training School License	To authorize the business to provide driving instruction for a fee in Washington State.	https://www.dol.wa.gov/forms/661001.pdf	\$500 main school	1. File a Business License Application (http://bls.dor.wa.gov/file.aspx)	DOL Auditor will schedule an inspection of your school and vehicles	Up to 20 business days from date received	Yes - Valid for one year	Must re-apply	RCW 46.82	No	
		https://www.dol.wa.gov/forms/661009.pdf	\$250 branch school	2. Submit a completed application, fees and any required attachments to the address provided on the form.					WAC 308-108		
		https://www.dol.wa.gov/business/drivertraining/dtschool.html	\$12 WATCH								
			additional fee for third party background check								
Dyed Diesel User License	To allow organizations to use dyed special fuel (diesel or biodiesel) when operating licensed motor vehicles on public roadways. Dyed diesel users are government agencies or organizations approved by DOL, such as: Public school districts, Nonprofit educational organizations, and Government agencies.	http://www.dol.wa.gov/forms/441772.pdf http://www.dol.wa.gov/vehicle/registration/ftdyed.html	No fee	Apply online through TAP – PRFT Taxpayer Access Point (https://wadolprft.gentax.com/TAP/_/)	None	Up to 2 business days from date received	No - renewal not required	None	RCW 82.38	No	
		https://wadolprft.gentax.com/TAP/_/		Submit a completed application, fees and any required attachments to the address provided on the form.					WAC 308-72		
Employment Agency, Branch Office, Listing Service License	To allow a business that helps people get employment where the job seeker pays for the service to operate in Washington State. This includes business that provide verbal or written lists of available employment positions.	http://www.dol.wa.gov/forms/649002.pdf	\$783 main office	Submit a completed application, fees and any required attachments to the address provided on the form.	The general manager of the employment agency must also pass an examination and get a professional license.	Up to 15 business days from date received	Yes - Valid for one year	Late renewal: none	RCW 19.31	Yes	Contract term guidelines:
		http://www.dol.wa.gov/business/employmentagency/empforms.html	\$540 branch office		A \$2,000 surety bond or cash deposit is required	(includes DOR and DOL processing time)		50% of all renewal fees up to \$150 for each location.	WAC 308-33		http://www.dol.wa.gov/business/employmentagency/empresources.html
		http://www.dol.wa.gov/business/employmentagency/empagency.html						Termination after 120 days of delinquency.			
Employment Directory Services License	To allow any for-profit business that only provides written or verbal lists of employers, and doesn't include specified positions to operate in Washington State.	http://www.dol.wa.gov/forms/649002.pdf		To apply: Contact 360.664.1530 for application instructions	None	Up to 15 business days from date received	Yes - Valid for one year	Late renewal: None	RCW 19.31	Yes	

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
		http://www.dol.wa.gov/business/employmentagency/emp-service.html				(includes DOR and DOL processing time)		50% of all renewal fees up to \$150 for each location.	WAC 308-33		
								Termination after 120 days of delinquency.			
Engineering and Land Surveying Firm Certificate of Authorization	To allow all corporations, joint stock associations, and limited liability companies (LLCs) that offer engineering or land surveying services to offer and perform work in the State of Washington. EXCEPT for professional service (PS) corporations and professional service limited liability companies (PLLCs).	http://www.dol.wa.gov/forms/651021.pdf	Application fee: \$150 Renewal fee: \$110	Submit a completed application and fees to the address provided on the form.	Must apply for a business license through DOR and must have an UBI Number	Up to 5 business days from date received	Yes - Valid for one year	None	RCW 18.43 RCW 18.235	No	
		http://www.dol.wa.gov/business/engineersandsurveyors/firmlicense.html			Your firm must be registered with the Washington Secretary of State				WAC 196-25		
					Must provide the name of the Designated Engineer/Land Surveyor on the Affidavit (page 2 of application) and Resolution (page 3 of application) have-notarized						
Funeral Establishment License or Branch Establishment Registration	To authorize the business to provide care, shelter, transportation, embalming, preparation and arrangements for the disposition of human remains.	http://www.dol.wa.gov/forms/653009.pdf	Application Fee: \$400 Branch Application Fee: \$350 Renewal fee: \$325 Branch renewal fee: \$325		Must have a UBI Number, a physical address and provide the name of a licensed designated funeral director. Be bound by all existing prearrangement funeral service contracts. Inspection of facilities are completed after the license is issued. Each branch of a registrant's funeral establishment is a separate establishment and must hold its own license. Each branch that operates under the same business license as the establishment must operate under the same name as the establishment.	Up to 5 business days from date received	Yes - Expires on January 31 (annually)	None	RCW 18.39 RCW 18.235	No	License not transferable: Funeral establishment licenses aren't transferable from one owner to another. A new application is required.
		http://www.dol.wa.gov/business/funeralcemetery/fegetlicense.html							WAC 308-48		
				Submit a completed application, any required documents, and fees to the address provided on the form.							
Funeral Establishment Certificate of Removal Registration	To authorize funeral establishments licensed in states bordering Washington, with similar laws, to remove human remains from WA under certain circumstances.	http://www.dol.wa.gov/forms/653007.pdf	Application Fee: \$30 Renewal Fee: \$15	Submit a completed application, any required documents, and fees to the address provided on the form.	None	Up to 5 business days from date received	Yes - Expires on January 31 (annually)	None	RCW 18.39	No	Certificates of Death, Notices of Removal, and Disposition Permits are governed by the Department of Health under RCW 70.58.160 and 70.58.230
									WAC 308-48 RCW 18.235		
Hulk Hauler License	To allow a business to transports or sells wrecked vehicles to wreckers or motor vehicle salvage processors in Washington State.	http://bls.dor.wa.gov/forms/700183.pdf	\$19 Business license application processing fee	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	Must complete the Vehicle Transport/Disposal Addendum and Personal Criminal History Statement	Up to 10 business days from date received	Yes - Valid for one year	Late renewal:	RCW 46.76	<u>Yes</u>	

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		https://www.dol.wa.gov/business/vehicletransport/vthulkhauler.html	\$10 Original / Renewal Business license fee; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5		Contact WSP or local law enforcement for an inspection of your business site			late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies.	RCW 46.79		
			\$5 first set of license plates	Use the Hulk Hauler Checklist to avoid delays in the application process. (http://www.dol.wa.gov/forms/430214.pdf)					WAC 308-65		
			\$2 additional sets of plates - per set					License is terminated after 120 days of delinquency	WAC 308-80		
International Registration Plan (IRP)	Provides single point of registration for commercial vehicles operating in more than one state or province.	http://www.dol.wa.gov/forms/450011.pdf	Varies - Fees calculated at time of application	Apply online through TAP – PRFT Taxpayer Access Point (https://wadolprft.gentax.com/TAP/_/)	International Registration Plan (IRP) Application	Up to 7 business days from date received	Yes, Annual license, requires annual renewal	None	RCW 46.85	No	IRP Customer Manual:
		http://www.dol.wa.gov/vehicleregistration/irpreistration.html		Submit a completed application, fees and any required attachments to the address provided on the form.	Established place of business, residency, or change of address				RCW 46.87		
		https://wadolprft.gentax.com/TAP/_/			Federal Heavy Vehicle Use Tax form (IRS form)				WAC 308-91		http://www.dol.wa.gov/vehicleregistration/docs/irpmanual.pdf
International Fuel Tax Agreement (IFTA)	To allow interstate truckers to travel in member jurisdictions and file one fuel use tax return to their base jurisdiction. Applies to trucking companies operating vehicles over 26,000 gvw and in 2 or more IFTA jurisdictions.	http://www.dol.wa.gov/forms/441543.pdf http://www.dol.wa.gov/vehicleregistration/tifta.html	No fee; \$10 per set of IFTA decals	Apply online through TAP – PRFT Taxpayer Access Point (https://wadolprft.gentax.com/TAP/_/)	None	Up to 1 business days from date received	Yes, Annual license, requires annual renewal and purchase of decal each year.	None	RCW 82.38	No	http://www.iftach.org SHOULD BE: https://www.iftach.org/
		https://wadolprft.gentax.com/TAP/_/		Submit a completed application, fees and any required attachments to the address provided on the form.					WAC 308-77		IFTA Membership packet - https://www.dol.wa.gov/vehicleregistration/docs/new-ifta-member-welcome-packet.pdf
Limousine Carrier License	To allow a business to transport passengers on a prearranged contract basis to a specific destination in these vehicle types in Washington State.	http://bls.dor.wa.gov/forms/700205.pdf	\$350 Limousine carrier business license, per location; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	Supporting documents for your application:	Up to 25 business days from date received	Yes - Valid for one year	Late renewal:	RCW 46.72a	Yes	Port of Seattle Notice to Limousine Carriers: https://www.dol.wa.gov/business/limousine/docs/port-of-seattle-notice.pdf
		http://bls.dor.wa.gov/forms/700208.pdf	\$75 vehicle certificate and decal - per vehicle		Limousine Carrier Chauffeur Addendum (http://bls.dor.wa.gov/forms/700205.pdf)	(includes DOR and DOL processing time)		late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies.	WAC 308-83		
		https://www.dol.wa.gov/business/limousine/limolicense.html	\$25 vehicle inspection report - per vehicle, per inspection		Vehicle inspection report for each limousine - we only accept reports up to 4 months old						Recordkeeping and business practices: https://www.dol.wa.gov/business/limousine/limobusinessrules.html
					Vehicle registration certificates - for each limousine			License is terminated after 120 days of delinquency			
					Certificate of liability insurance						

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Manufactured Home & Travel Trailer Dealer License	To allow a business to buy or sell new or used non-motorized mobile homes, manufactured homes, park trailers, or travel trailers wholesale or retail in Washington State.	http://bls.dor.wa.gov/forms/700028.pdf	\$975 Dealer license; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5		\$30,000 Bond - Vehicle, Vessel Dealer Business Bond (https://www.dol.wa.gov/forms/430205.pdf)	Up to 45 business days from date received	Yes - Valid for one year	Late renewal:	RCW 46.70	Yes	E-Permitting: Vehicle and vessel dealers:
		https://www.dol.wa.gov/business/vehiclevesseldealer/dirmanhomedealer.html	\$100 Dealer sub agency license; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	set up administrator account access for epermitting/Financial Source of Funds Statement/Personal Criminal History Statement			late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies.	WAC 308-66		https://www.dol.wa.gov/business/vehiclevesseldealer/epermit.html
			\$50.75 License plates		Copy of your property tax statement or the rental/lease agreement for the business site as proof of ownership						
			\$19 Business license application process fee	Use the Dealer Checklist to avoid delays in the application process. (https://www.dol.wa.gov/forms/430546.pdf)				License is terminated after 120 days of delinquency			Business practices: Vehicle and vessel dealers:
			\$5 Trade name registration								https://www.dol.wa.gov/business/vehiclevesseldealer/dirbusiness.html
											Publications: Vehicle and vessel dealers:
											https://www.dol.wa.gov/business/vehiclevesseldealer/dirpublications.html
Manufactured Home & Travel Trailer Dealer Subagency License	To allow a Manufactured Home & Travel Trailer Dealer to sell vehicles at more than one location	https://www.dol.wa.gov/business/vehiclevesseldealer/dirmanhomesubagency.html	\$100 per sub agency location; \$50.75 per dealer license plate; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5					late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency			
Miscellaneous Vehicle Dealer License	To allow a business to sell motorcycles, neighborhood electric vehicles, off-road vehicles, utility, boat, tent, and horse trailers wholesale or retail in Washington State.	http://bls.dor.wa.gov/forms/700028.pdf	\$975 Dealer license; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	\$30,000 Bond - Vehicle, Vessel Dealer Business Bond (https://www.dol.wa.gov/forms/430205.pdf)	Up to 45 business days from date received	Yes - Valid for one year	Late renewal:	RCW 46.09	Yes	E-Permitting: Vehicle and vessel dealers:
		https://www.dol.wa.gov/business/vehiclevesseldealer/dirmiscdealer.html	\$100 Dealer sub agency license; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5		set up administrator account access for epermitting/Financial Source of Funds Statement/Personal Criminal History Statement			late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies.	WAC 308-94A		https://www.dol.wa.gov/business/vehiclevesseldealer/epermit.html
			\$50.75 License plates	Use the Dealer Checklist to avoid delays in the application process. (https://www.dol.wa.gov/forms/430546.pdf)	Copy of your property tax statement or the rental/lease agreement for the business site as proof of ownership						
			\$19 Business license application process fee					License is terminated after 120 days of delinquency			Business practices: Vehicle and vessel dealers:

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
			\$5 Trade name registration								https://www.dol.wa.gov/business/vehiclevesseldealer/dlrbusiness.html
			Each motorcycle dealer license plate \$44.75								Publications: Vehicle and vessel dealers: https://www.dol.wa.gov/business/vehiclevesseldealer/dlrbusiness.html
Miscellaneous Vehicle Dealer Subagency License	To allow a miscellaneous vehicle dealer to sell miscellaneous vehicles at more than one location	https://www.dol.wa.gov/business/vehiclevesseldealer/dlrmiscdealer.html	\$100 per location; each motorcycle dealer license plate \$44.75; Each miscellaneous vehicle dealer license plate \$50.75; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5					late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency		Yes	
Fuel Tax License	To allow the purchase and storage of motor fuel for sale, the tax deferred purchase of motor fuel for sale, import or export, or the blending of motor taxed fuel with another liquid that is not taxed to produce an end product that can be used to propel a motor vehicle.	http://www.dol.wa.gov/forms/441750.pdf	\$5,000 to \$100,000 bond	Apply online through TAP – PRFT Taxpayer Access Point (https://wadolprft.gentax.com/TAP/_/)	Fuel Tax bonds - bonding amounts are based on estimated monthly fuel tax liability	Up to 15 business days from date received	No renewal required (must be cancelled or revoked)	None	RCW 82.36-38	No	Fuel Tax Compliance Guide - https://www.dol.wa.gov/vehicleregistration/ftmotor special.html
		https://www.dol.wa.gov/vehicleregistration/ftmotorspecial.html			Legal history statement				WAC 308-72 77		
	Applies to motor fuel suppliers, distributors, or blenders who blend motor fuel for sale.	https://wadolprft.gentax.com/TAP/_/		Submit a completed application, fees and any required attachments to the address provided on the form.	Fingerprint cards on company principals						
Off-Road Vehicle Dealer License	To allow a business to sell any motorized vehicles (other than snowmobiles or watercraft) intended for use on trails or cross-country for retail in Washington State.	http://bls.dor.wa.gov/forms/700028.pdf	\$25 Dealer license; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	set up administrator account access for epermitting	Up to 7 business days from date received	Yes - Valid for one year	Late renewal:	RCW 46.09	Yes	E-Permitting: https://www.dol.wa.gov/business/vehiclevesseldealer/epermit.html
		https://www.dol.wa.gov/business/vehiclevesseldealer/dloffroad.html	\$4 License plates - per set					late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies.	WAC 308-94A		
			\$19 Business license application process fee								
			\$5 Trade name registration					License is terminated after 120 days of delinquency			
Pre-Arrangement Funeral Service Contracts Sales Registration	To authorize funeral establishments to sell prearrangement funeral service contracts.		Application fee: \$250 Renewal fee: \$225	Submit a completed application, fees and required attachments to the address provided on the form.	Certified balance sheet & profit and loss statement for most recent fiscal year	Up to 5 business days from date received	Yes - Valid for one year	None	RCW 18.39	No	

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
		https://www.dol.wa.gov/forms/653017.pdf			Explanation of plans for offering, marketing, and servicing prearrangement contracts				WAC 308-49		
					Copies of prearrangement funeral contract forms				RCW 18.235		
					Copy of trust agreement						
					If a corporation - list of board of directors, corporation officers and shareholders						
Private Investigator Agency	To allow a business to provide investigation, escort, or bodyguard services and performs property loss prevention activities in Washington State.	http://www.dol.wa.gov/business/pi/forms.html	\$600 Private Investigator Agency w/unarmed principal	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	Get fingerprinted for state and national background checks	30-60 business days from date received	Yes - Valid for one year	None	RCW 18.165	Yes	http://www.dol.wa.gov/business/pi/docs/the-law-relating-to-private-investigators.pdf
		http://www.dol.wa.gov/business/pi/agency.html	\$700 Private Investigator Agency w/armed principal		If you're applying with experience, proof of 3 years of experience performed in investigative work before applying for the license			\$175 DOR Late Fee	WAC 308-17		
			\$350 Private Investigator Agency Renewal		No experience - an examination will be scheduled upon DOL's receipt of application materials				RCW 18.235		
					Certificate of liability insurance (minimum of \$25,000 bodily injury and \$25,000 property damage) or surety bond (\$10,000)						U.S. Veterans may be eligible for partial reimbursements of costs. For more information visit: http://www.benefits.va.gov/gibill/licensing_certification.asp
					If a corporation - copy of articles of incorporation and a list of officers' names/addresses						
Private Security Guard Company	To allow a business to provide security guard services on contract in Washington State.	http://www.dol.wa.gov/forms/690001.pdf	\$330 Private security guard company license	Submit a completed application, fees and any required attachments to the address provided on the form.	Get fingerprinted for state and national background checks	30-60 business days from date received	Yes - Valid for one year	Late Renewal: \$400	RCW 18.170	No	U.S. Veterans may be eligible for partial reimbursements of costs. For more information visit: http://www.benefits.va.gov/gibill/licensing_certification.asp
					Must have business license with DOR				RCW 18.235		
		http://www.dol.wa.gov/business/securityguards/sggetcompany.html	\$91 Unarmed private security guard license		Three years' experience as a manager, supervisor, or administrator in the private security business or a related field				WAC 308-18		
					No experience - must be 21 years of age and an examination will be scheduled within 3 weeks of receipt of paid application						
					Certificate of liability insurance (minimum of \$25,000 bodily injury and \$25,000 property damage)						
					If a corporation - copy of articles of incorporation and a list of officers' names/addresses						
Professional Boxing, Martial Arts, Wrestling, and Amateur Mixed Martial Arts Promoter	To allow the promoting of professional boxing, wrestling, or martial arts events; amateur mixed martial arts events overseen by licensed sanctioning organization or DOL; and closed circuit telecast events in Washington State.	http://www.dol.wa.gov/forms/611012.pdf	\$500 Promoter License for Boxing/Martial Arts	Submit a completed application, fees and any required attachments to the address provided on the form.	Call 360-664-6644 to find out:	Up to 14 business days from date received	Yes - Valid for one year	None	RCW 67.08 WAC 36.12 (Boxing)	No	How to hold events:

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
		http://www.dol.wa.gov/forms/611026.pdf (bond)	\$200 Promoter License for Wrestling		*If an event date is available				WAC 36.13 (Wrestling)		http://www.dol.wa.gov/business/athletics/amateurvents.html
		http://www.dol.wa.gov/business/athletics/promoter.html	Event Fee: 6% of gross admission receipts paid plus \$1 per ticket sold (minimum fee: \$25)		*The amount of the surety bond required				WAC 36.14 (Professional and Amateur Martial Arts)		http://www.dol.wa.gov/business/athletics/amateurboxing.html
		http://www.dol.wa.gov/business/athletics/forms.html			*The amount of medical insurance required						http://www.dol.wa.gov/business/athletics/provents.html
					Have a surety bond in an amount determined by the department but not less than \$10,000 (surety bond not required for promoters events overseen by an amateur mixed martial arts sanctioning organization) Have a current tax registration through the Department of Revenue.						
Real Estate Branch Office License	To allow a business conducting real estate brokerage services to open a branch office in Washington State.	http://www.dol.wa.gov/forms/620011.pdf	\$189.50 per license	Submit a completed application, fees and any required attachments to the address provided on the form.	A branch office for a real estate firm must:	Up to 15 business days from date received	Yes - Valid for 2 years after their issue date	\$ 26.50	RCW 18.85	No	https://www.dol.wa.gov/business/realstate/researchpublications.html
		http://www.dol.wa.gov/business/realstate/branchoffice.html			Be authorized by the designated broker				WAC 308-124A		
					Have the same UBI number as the firm						
					Be established under the name of the firm						
					Have a managing broker licensed for the branch office who is endorsed as a branch manager						
Real Estate Firm Assumed Name License	To allow a business conducting real estate brokerage services to use more than one assumed names in Washington State.	http://www.dol.wa.gov/forms/620012.pdf	\$200 non-refundable fee per license	Check to see if the name you want is available before submitting your application. The request must be submitted by the person who is endorsed as the Designated Broker of the firm. Send an email to regulatory@dol.wa.gov.	An assumed name for a real estate firm must:	Up to 15 business days from date received	Yes - expire when the firm license expires	None	RCW 18.85	No	https://www.dol.wa.gov/business/realstate/researchpublications.html
		http://www.dol.wa.gov/business/realstate/assumed.html			Be authorized by the designated broker				WAC 308-124A		
				Submit a completed application, fees and any required attachments to the address provided on the form. The assumed name must be a trade name on the business license prior to application. Contact Department of Revenue at www.dor.wa.gov	Have the same UBI number as the firm						
				The firm license can be applied for online at www.dol.wa.gov/business/realstate or by submitting a completed application, fees and any required attachment to the address provided on the form.	Be different than assumed names used by other licensed real estate firms						
					Not imply the firm is a public agency or a government, nonprofit, or research organization.						
Real Estate Firm License	To allow a business conducting real estate brokerage services to operate in Washington State.	http://www.dol.wa.gov/forms/620008.pdf	\$200.00 Non refundable fee	Check to see if the name you want is available before submitting your application. The request must be submitted by the person who is endorsed as the Designated Broker of the firm. Send a letter to 360-570-4982 or reregulatory@dol.wa.gov. Once approved call Secretary of State at 360-725-0377.	Must appoint one managing broker as the designated broker who has controlling interest in the firm	Up to 15 business days from date received	Yes - Valid for 2 years after their issue date	\$ 26.50	RCW 18.85	No	

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
		http://www.dol.wa.gov/business/realestate/firmlicense.html		Submit a completed application, fees and any required attachments to the address provided on the form.					WAC 308-124A		
Real Estate Pre-licensing or Post Licensing Course (Authorization) Real Estate Non-Mandated, CORE or Continuing Education Course (Authorization) Real Estate Secondary Education Provider Course (Authorization)	To allow any approved school to offer a pre- or post-licensing, CORE, Continuing Education, or Secondary Provider real estate course in Washington State.	https://www.dol.wa.gov/forms/623137.pdf	\$300 Real Estate Fundamentals course approval (non refundable fee)	Submit a completed application, fees and any required attachments to the address provided on the form.	Must be offered by an approved school	Up to 45 business days from date received	Yes - Valid for two years after approval (core)	None	RCW 18.85	No	
		https://www.dol.wa.gov/business/realestate/edcourse.html	\$10 per clock hour Approval of other mandated courses		A course outline with learning objectives and hourly breakdown		No - Valid for two years after approval (CORE) and then reapply		WAC 308-124H		
		Pre- & Post-Licensing Courses: https://www.dol.wa.gov/forms/623137.pdf	\$300 per Pre- or Post-Licensing course approval (non refundable fee)		A copy of any texts, handouts, and other instructional materials		No - Valid for four years after approval (other) then reapply				
		CORE & CE Courses: https://www.dol.wa.gov/forms/623123.pdf	\$5 per clock hour, \$50 non-refundable fee minimum (CORE course) \$10 per clock hour, \$100 non-refundable fee minimum (CE course)		An examination with an answer key for review and approval						
		Secondary Education Provider Course: https://www.dol.wa.gov/forms/623124.pdf	No fee		If the course is delivered by distance education, a Real Estate Distance Education Delivery Method Application or a copy of the ARELLO certificate						
Real Estate School (Authorization)	To allow a business to operate a real estate school.	https://www.dol.wa.gov/forms/623121.pdf	\$250.00 Non refundable fee for Original Application and Renewal Application. No fee for Add coadministrator, change of address, change o school name or change of school ownership	Submit a completed application, fees and any required attachments to the address provided on the form.	Publication of the school and its courses	Up to 45 business days from date received	Yes - Valid for two years	None	RCW 18.85	No	
		http://www.dol.wa.gov/business/realestate/edschools.html			Course description available for distribution to prospective and enrolled students				WAC 308-124H		
Registered Professional Design Firm Certificate of Authorization Name Changed to Architect Firm on DOR Website	To allow a business to offer and provide architectural services in Washington State.	http://bls.dor.wa.gov/forms/700181.pdf	\$284.50 Certificate of Authorization \$145.50 Renewal		Administrator resume Must provide the name of the designated architect who must be licensed to practice architecture in Washington State. The designated architect is responsible for the practice of architecture for the business, has full authority to make all final architectural decisions on behalf of the business in regards to work in Washington, must be regularly employed by the business with direct knowledge and supervisory control of work performed in Washington, and must be a governing person of the business (general partner, manager, director - depending on business structure).	Up to 10 business days from date received	Yes - Valid for one year	None	RCW 18.08	Yes	
		http://www.dol.wa.gov/business/architects/firmlicense.html		Corporations, LLCs, and LPs must register with the Secretary of State before applying for a license.					WAC 308-12		
									RCW 18.235		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
				Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.							
Registered Tow Truck Operator Branch License	To allow any registered tow truck operator business to operate additional vehicle storage/impound areas located away from the main business location in Washington State.	https://www.dol.wa.gov/business/vehicletransport/vtforms.html	\$19 Business license application processing fee	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	Before you apply:	Up to 10 business days from date received	Yes - Valid for one year	Late renewal:	RCW 46.76	Yes	
		https://www.dol.wa.gov/business/vehicletransport/towtruckbranch.html			Ensure the branch location address is included on the certificate of insurance			late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	WAC 308-80		
					Complete section A of the Vehicle Transport/Disposal Branch Site Addendum						
					Take the form to your local zoning authority and have them complete and sign their part of section B of the form			License is terminated after 120 days of delinquency			
Registered Tow Truck Operator License	To allow a business to transports, impounds, or stores unauthorized vehicles and disposes of abandoned vehicles in Washington State.	https://www.dol.wa.gov/business/vehicletransport/vtforms.html	\$100 RTTO license; each tow truck permit: \$50; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Before you apply:	Supporting documents for your application:	Up to 28 business days from date received	Yes - Valid for one year	Late renewal:	RCW 46.76	Yes	
		https://www.dol.wa.gov/business/vehicletransport/towtruckop.html	\$19 Business license application processing fee	Complete A of the Vehicle Transport/Disposal Certification and Approval	Vehicle Transport/Disposal Addendum (http://bls.dor.wa.gov/forms/700183.pdf)			late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	WAC 308-80		
				Take the Vehicle Transport/Disposal Certification and Approval form to your local zoning authority and have them complete and sign section B of the form	\$5,000 bond (https://www.dol.wa.gov/forms/430205.pdf) or form from the bonding company						
				WSP inspect your facilities and equipment - will issue an Original Tow Truck-Business-Operator-Equipment Inspection Report	Registered Tow Truck Operator Official Fees (https://www.dol.wa.gov/forms/430234.pdf)			License is terminated after 120 days of delinquency			
					Original Tow Truck Business Operator Equipment Inspection Report by WSP						
				Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	Driver list: names/addresses of all employees who will drive a tow truck						
					Proof of Insurance:						
				Use the Registered Tow Truck Operator Checklist to avoid delays in the application process. (http://www.dol.wa.gov/forms/430545.pdf)	- \$100,000 liability for bodily injury or property damage						
					- \$50,000 garage keepers and \$50,000 on hook or cargo						

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Registered Tow Truck Permit	To register tow trucks used by Registered tow truck companies.	https://www.dol.wa.gov/business/vehictransport/vtforms.html	\$50 per truck	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	None	Up to 28 business days from date received	Yes - Valid for one year	None	RCW 46.55	Yes	The truck permit is part of the Registered Tow Truck Operator business license and only applies to the main location of the business (not a 'branch' location).
		https://www.dol.wa.gov/business/vehictransport/vttruckop.html							WAC 308-61		
Scrap Metal Processor License	To allow a business to buy or receive non-vehicle scrap metal and to maintain a shredder or a hydraulic baler and shears to process scrap metal at a fixed location in Washington State.	http://www.dol.wa.gov/business/scrapmetal/scrapforms.html	original license fee - \$1,250; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Submit a completed application, fees and any required attachments to the address provided on the form.	Local authorities must inspect, approve and sign the Scrap Metal License Addendum	30-60 business days from date received	Yes - Valid for one year Renewal fee is \$625	Late renewal:	RCW 19.290 RCW 18.235	Yes	License your locations and vehicles:
	189:201C1190:200189:209C1190:200C1190:200C1190:200189:201	http://www.dol.wa.gov/business/scrapmetal/getscrapprocessor.html	\$5 scrap metal business license plates; \$2/set for additional sets				Vehicles used to conduct business must have scrap metal business licenses.	late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	WAC 308-70		Each business location must be registered separately
	This license doesn't allow handling scrap metal from titled or registered vehicles.						Each business location must be registered separately.		RCW 46.79		Vehicles used to conduct business must have scrap metal business license plates
							Special license plates issued to your business expire on the same date as your business license.	License is terminated after 120 days of delinquency	WAC 308-65		
Scrap Metal Recycler License	To allow a business to buy or receive non-vehicle scrap metal to sell it to another scrap metal business and have a fixed location in Washington State.	http://www.dol.wa.gov/business/scrapmetal/getscraprecycler.html	original license fee - \$1,250; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Submit a completed application, fees and any required attachments to the address provided on the form.	Local authorities must inspect, approve and sign the Scrap Metal License Addendum	30-60 business days from date received	Yes - Valid for one year	Late renewal:	RCW 19.290	Yes	License your locations and vehicles:
		http://www.dol.wa.gov/business/scrapmetal/getscraprecycler.html	\$5 scrap metal business license plates; \$2/set for additional sets				Renewal fee is \$625	late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	WAC 308-70		Each business location must be registered separately
	This license doesn't allow handling scrap metal from titled or registered vehicles.						Scrap metal supplier license will expire the same day as your business license.		RCW 18.235		Vehicles used to conduct business must have scrap metal business license plates
							Special license plates issued to your business expire on the same date as your business license.	License is terminated after 120 days of delinquency			

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Scrap Metal Supplier License	To allow a business to buy or receive non-vehicle scrap metal to sell to processors or recycles and don't have a fixed business location in Washington State.	http://www.dol.wa.gov/business/scrapmetal/scrapforms.html	Original license fee - \$350; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Submit a completed application, fees and any required attachments to the address provided on the form.	Local authorities must approve and sign the Scrap Metal License Addendum	30-60 business days from date received	Yes - Valid for one year Renewal fee is \$175	Late renewal:	RCW 19.290	Yes	Vehicles used to conduct business must have scrap metal business license plates
		http://www.dol.wa.gov/business/scrapmetal/getscrapsupplier.html	\$5 scrap metal business license plates; \$2/set for additional sets					late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	WAC 308-70		
	Vehicles used to conduct business must have scrap metal business license plates.						Scrap metal supplier license will expire the same day as your business license.		RCW 18.235		
							Special license plates issued to your business expire on the same date as your business license.	License is terminated after 120 days of delinquency			
	This license doesn't allow handling scrap metal from titled or registered vehicles.										
Sellers of Travel Registration	To allow an in or out of state businesses to sell, or advertises to sell, travel services or travel-related benefits to Washington State consumers.	http://www.dol.wa.gov/business/travel/tforms.html	\$202 for both main company and branch offices	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	Supporting documents for your application:	Up to 14 business days from date received	Yes - Valid for one year	Late renewal:	RCW 19.138	Yes	http://bls.dor.wa.gov/file.aspx
		http://www.dol.wa.gov/business/travel/tlicense.html			Funds received for retail travel services and held for more than 5 business days, you must show proof of a financial guarantee in one of the following forms:			DOR charges, collects and deposits late fee to the business license account of which is 50% of all renewal fees up to \$150 for each location.	WAC 308-129 RCW 19.02.085		
		http://bls.dor.wa.gov/travel.aspx			- Trust Account						http://bls.dor.wa.gov/travel.aspx
					- Bond			Termination after 120 days of delinquency.			
					- Membership in Sellers of Travel professional association						
					Any criminal convictions or civil judgments in any jurisdiction within the past 10 years, you can provide documentation to support your explanation of the circumstances.						
					List of all employees, independent contractors, or other outside agencies who will sell travel under the authority of this business location on the application.						
					Out-of-state applicants only: proof of valid registration to conduct business in their home state						
Snowmobile Dealer License	To allow a business to sell motorized snowmobiles for recreational use.	https://www.dol.wa.gov/business/vehiclevesseldealer/dlforms.html	Snowmobile Dealer license - \$25; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	set up administrator account access for epermitting	Up to 10 business days from date received	Yes - Valid for one year	Late renewal:	RCW 46.70	Yes	If you don't have a dealer license, it is illegal to:

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
		https://www.dol.wa.gov/business/vehiclevesseldealer/dlrnowmobile.html	\$4 Dealer license plates - per set					late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	RCW 46.10		Sell more than 4 snowmobiles registered to you in any 12 months
									WAC 308-94		Buy and sell snowmobiles for the purpose of making a profit
											Sell any number of snowmobiles that aren't registered to you
								License is terminated after 120 days of delinquency	WAC 308-66		E-Permitting: https://www.dol.wa.gov/business/vehiclevesseldealer/epermit.html
Timeshare Company Registration	To allow a business to offer a timeshare or the right to occupy a unit in 3 or more separate periods over at least 3 years.	http://www.dol.wa.gov/forms/624003.pdf	\$1,000 Original registration (includes one timeshare project)	1. File a business license application with Department of Revenue	Provide a copy of the public offering statement with all the required documentation.	Up to 14 business days from date received	Yes - Valid for one year	None	64.36 RCW	No	Timeshare Public Offering Statement:
		http://www.dol.wa.gov/business/timeshares/tcompany.html	\$200 additional timeshare projects each						WAC 308-127		http://www.dol.wa.gov/forms/624002.pdf
			\$10 each for apartment units	2. Submit a completed application, fees and any required attachments to the address provided on the form.					308-127 WAC		
			\$1 each for interval fees (through 1,000)								
			\$25 advertising fees - per advertisement								
Motor Vehicle Dealer License	To allow a business or auctioneer to buy or sell at retail of any new/used cars, trucks and motor homes in Washington State.	http://www.dol.wa.gov/business/vehiclevesseldealer/dlrforms.html	\$975 Dealer license; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Apply online (http://bbs.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	Supporting documents for your application:	Up to 45 business days from date received	Yes - Valid for one year	Late renewal:	RCW 46.70	Yes	Vehicle Dealer and Manufacturer Resource Manual (https://www.dol.wa.gov/business/vehiclevesseldealer/docs/DealerManual.pdf)
		http://www.dol.wa.gov/business/vehiclevesseldealer/dlrdealer.html	\$100 Dealer sub agency license					late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	WAC 308-66		
			\$50.75 License plates	Use the Dealer Checklist to avoid delays in the application process. (https://www.dol.wa.gov/forms/430546.pdf)	set up administrator account access for epermitting https://www.dol.wa.gov/business/vehiclevesseldealer/epermit.html						
			\$19 Business license application process fee		Financial/Source of Funds Statement (https://www.dol.wa.gov/forms/430206.pdf)			License is terminated after 120 days of delinquency			

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
			\$5 Trade name registration		Personal Criminal History Statement (http://bls.dor.wa.gov/forms/700324.pdf) for each owner, officer, or member of business Copy of your property tax statement or the rental/lease agreement for the business site as proof of ownership						
Motor Vehicle Dealer Subagency License	To allow a motor vehicle dealer to sell vehicles at more than one location	https://www.dol.wa.gov/business/vehiclevesseldealer/dlrsagency.html	\$100 per sub agency location; \$50.75 per dealer license plate; original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Use the Dealer Checklist to avoid delays in the application process. (https://www.dol.wa.gov/forms/430546.pdf)	If selling only used vehicles, a Certificate of Dealer Education as proof you completed the required training \$30,000 bond - Vehicle, Vessel Dealer Business Bond (www.dol.wa.gov/forms/430205.pdf); set up administrator account access for epermitting www.dol.wa.gov/business/vehiclevesseldealer/epermit.html ; Financial/Source of Funds Statement www.dol.wa.gov/forms/430206.pdf ; Personal Criminal History Statement www.bls.dor.wa.gov/forms/700324.pdf for each owner, officer, or member of business; Copy of your property tax statement or the rental/lease agreement for the business site as proof of ownership; if selling only used vehicles, a Certificate of Dealer Education as proof you completed the required training	Up to 45 business days from date received	Yes - Valid for one year	late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	RCW 46.70; WAC 308-66	Yes	Vehicle Dealer and Manufacturer Resource Manual www.dol.wa.gov/business/vehiclevesseldealer/docs/DealerManual.pdf (this manual needs updating)
Motor Vehicle Dealer Temporary Subagency License	To allow a motor vehicle dealer to sell vehicles at more than one location	http://www.dol.wa.gov/business/vehiclevesseldealer/dlrfirms.html	\$100 per temporary sub agency location; There are no DOR/BLS licensing fees associated with this license.	Fill in the Dealer Temporary Subagency License Application; submit with \$100 fee directly to Department of Licensing. https://www.dol.wa.gov/forms/430513.pdf	the temporary sub agency license must be posted at the place of the temporary sub agency	Same day approval in most cases; up to 5 days from date received.	No, these temporary licenses are issued for specific vehicle "shows" (e.g. at malls, etc.) and are valid only for that specific show.	Penalties do not apply to this type of temporary license.	RCW 46.70; WAC 308-66	No	Vehicle Dealer and Manufacturer Resource Manual www.dol.wa.gov/business/vehiclevesseldealer/docs/DealerManual.pdf (this manual needs updating)
Motor Vehicle Wholesaler	to allow an already existing wholesaler to renew their license and continue selling vehicles at wholesale (Grandfathered into the system, No more new license types)	http://www.dol.wa.gov/business/vehiclevesseldealer/dlrdealer.html	\$975 Dealer license; \$50.75 License plates; DOR/BLS Fees: license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	The Vehicle Wholesaler license is no longer offered, however, those who were issued the 223 Vehicle Wholesaler license prior to 2012 are allowed to renew. www.dol.wa.gov/business/vehiclevesseldealer/dlrwholesaler.html	Inspection, \$30,000 bond - Vehicle, Vessel Dealer Business Bond (www.dol.wa.gov/forms/430205.pdf); Financial/Source of Funds Statement; www.dol.wa.gov/forms/430206.pdf ; Personal Criminal History Statement www.bls.dor.wa.gov/forms/700324.pdf for each owner, officer, or member of business; Copy of your property tax statement or the rental/lease agreement for the business site as proof of ownership	Up to 45 business days from date received	Yes, valid for one year.	late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	RCW 46.70; WAC 308-66	Yes; renewals only.	Vehicle Dealer and Manufacturer Resource Manual www.dol.wa.gov/business/vehiclevesseldealer/docs/DealerManual.pdf (this manual needs updating)
Vehicle Transporter License	To allow a business to transport motor vehicles that aren't owned by you or your company over any roads in Washington State.		\$25 per license endorsement; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	None	Up to 10 business days from date received	Yes - Valid for one year	Late renewal:	RCW 46.76	Yes	

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
		https://www.dol.wa.gov/business/vehicletransport/vtforms.html	\$2 License plates - per set of plates					late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	WAC 308-80		
		https://www.dol.wa.gov/business/vehicletransport/vttransporter.html	\$19 Business license application processing fee					License is terminated after 120 days of delinquency			
Vehicles for Hire License (Taxis)	To allow a business or an individual to transport people for a fee in a for hire vehicle, such as a taxi, cabulance, and any other vehicle used for transporting passengers for payment.	http://www.dol.wa.gov/business/taxis/taxisforms.html	\$55 For-hire vehicle certificate - per vehicle	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	If the following name requirements are not met, it will cause a delay in processing your application:	Up to 15 business days from date received	Yes - Valid for one year	Late renewal:	RCW 46.72	Yes	You don't need a for hire license if you:
		https://www.dol.wa.gov/business/taxis/taxislicense.html	\$25 Tax meters - per meter		The business application, the vehicle registration certificates, and the certificate of liability insurance document must include both a business entity name and a DBA name.	(includes DOR and DOL processing time)		late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	RCW 46.74.020		Provide free transportation to and from parking lots, hotels, and rental offices
			Permit: \$110 per location; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5		The names must be the same on all documents			License is terminated after 120 days of delinquency	WAC 308-89		Drive school business exclusively under contract with a school district Drive ride-sharing vehicles
					Supporting documents for your application: For Hire Addendum (http://bls.dor.wa.gov/forms/700200.pdf) - completed and signed by your local jurisdiction authority	Up to 25 business days from date received					Provide a service using a vehicle licensed through Washington Utilities and Transportation Commission to: - Carry passengers for nonprofit organizations that transport people with special needs and their attendants. - Act as an auto transportation company - transport passengers, their baggage or freight, on regularly scheduled time and rates

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
					Certificate of liability insurance						- Act as an excursion service and charter carrier of passengers
											Drive a limousine and have a license through DOL to act as a limousine carrier.
											Sample of completed forms:
											https://www.dol.wa.gov/business/taxis/taxilicense.html
											Obtaining your for hire permit and vehicle certificates: http://bls.dor.wa.gov/forms/700208.pdf
Vessel Dealer License	To allow a business to sell watercraft unless you sell human-powered watercraft that is under 16 feet in length, unable to be powered by a motor or the wind and not designed for use on commonly-used navigable waters.	https://www.dol.wa.gov/business/vehictransport/vtrms.html	\$120 Dealer license; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	Supporting documents for your application:	Up to 30 business days from date received	Yes - Valid for one year	Late renewal:	RCW 88.02	Yes	
		https://www.dol.wa.gov/business/vehiclevesseldealer/dlressel.html	\$40 First decal and certificate; \$20 additional		\$5,000 bond - Vehicle, Vessel Dealer Business Bond (http://www.dol.wa.gov/forms/430205.pdf) or form from bonding company			late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	WAC 308-90		
			\$19 Business license application process fee		Personal Criminal History Statement (http://bls.dor.wa.gov/forms/700324.pdf) for each owner, officer, or member of business				WAC 308-93		
								License is terminated after 120 days of delinquency			
Whitewater River Outfitter License	To allow a business to carry, or advertises to carry, for-hire passengers on whitewater sections of Washington rivers.	http://bls.dor.wa.gov/forms/700028.pdf	\$25 per location 1st application Renewal app \$25 per location	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	Proof of liability insurance	Up to 15 business days from date received	Yes - Valid for one year	Late renewal: None at DOL	RCW 79A.60	Yes	
		http://www.dol.wa.gov/business/whitewater/wwlicense.html	\$19 Business license application process fee		Each vessel on a whitewater river rip is operated by a guide who meets the requirements set in RCW 79A.60.430(2) (includes DOR and DOL processing time)			late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	WAC 308-312		
			Registering your business name as a trade name \$5.00		Federal permit for trips in federally regulated areas						
					Comply with federal Un-inspected Passenger Vessel Licensing			License is terminated after 120 days of delinquency			

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Motor Vehicle Wrecker Branch License	To allow a Wrecker business to open a branch office in Washington State.	https://www.dol.wa.gov/business/vehicltransport/vtrms.html https://www.dol.wa.gov/business/vehicltransport/vtrwreckerbranch.html	\$19 Business license application process fee	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	Before you apply: Complete a State Environmental Policy Act Checklist (https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance)	Up to 10 business days from date received	Yes - Valid for one year	Late renewal:	RCW 46.80 WAC 308-63	Yes	Wreckers Manual: https://www.dol.wa.gov/business/vehicltransport/docs/WreckMan.pdf
					Take the SEPA Checklist document and the Vehicle Transport/Disposal Branch Site Addendum form to your local zoning authority complete and sign						
					Contact WSP for an inspection of your business site before submitting your application.			License is terminated after 120 days of delinquency			
Motor Vehicle Wrecker License	To allow a business that buys or sells wrecked titled or registered motor vehicles for the purpose of dismantling them and second-hand motor vehicle parts in Washington State.	https://www.dol.wa.gov/business/vehicltransport/vtrms.html	\$25 License; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	Before you apply:	Up to 10 business days from date received	Yes - Valid for one year	Late renewal:	RCW 46.80	Yes	Wreckers Manual:
		https://www.dol.wa.gov/business/vehicltransport/vtrwrecker.html	\$5 Primary set of license plates		Complete a State Environmental Policy Act Checklist (https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance)			late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	WAC 308-63		https://www.dol.wa.gov/business/vehicltransport/docs/WreckMan.pdf
			\$2 Additional sets of license plates		Take the SEPA Checklist document and the Vehicle Transport/Disposal Branch Site Addendum form to your local zoning authority complete and sign						
			\$19 Business license application process fee		Contact WSP for an inspection of your business site before submitting your application.			License is terminated after 120 days of delinquency			
					\$1,000 surety bond						
Motor Vehicle Salvage Processor	To allow a business with a hydraulic baler and shears or shredder to recycle salvage from wrecked titled or registered vehicles	http://bls.dor.wa.gov/forms/700028.pdf	\$25 License; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Apply online (http://bls.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	Complete a State Environmental Policy Act Checklist (https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance)	Up to 30 business days from date received	Yes - Valid for one year	Late renewal:	RCW 46.79	Yes	
		https://www.dol.wa.gov/business/vehicltransport/vtscrap.html	\$5 first set of license plates		Contact WSP or local law enforcement for an inspection of your business site			late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	WAC 308-65		
			\$2 each additional set	Use the Salvage Processor Checklist to avoid delays in the application process. https://www.dol.wa.gov/business/vehicltransport/vtscrap.html							
			\$19 Business license application process fee					License is terminated after 120 days of delinquency			
			\$5 Trade name registration								

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Vehicle Manufacturer License	To allow a business to manufacture or assemble new vehicles or remanufacture used vehicles for transfer to Washington dealerships for resale.	https://www.dol.wa.gov/business/vehiclevesseldealer/dlrfoms.html	\$500 vehicle manufacturer license; DOR/BLS Fees: original license application - \$19; license renewal - \$11; Trade name registration (however, not mandatory to register) - \$5	Apply online (http://bbs.dor.wa.gov/file.aspx) OR Submit a completed application, fees and any required attachments to the address provided on the form.	\$20,000 bond for travel trailer manufacturing https://www.dol.wa.gov/forms/430205.pdf	Up to 30 business days from date received	Yes - Valid for one year	Late renewal:	RCW 46.70	Yes	Vehicle Dealer and Manufacturer Resource Manual (https://www.dol.wa.gov/business/vehiclevesseldealer/docs/DealerManual.pdf)
		https://www.dol.wa.gov/business/vehiclevesselmanufacturer/			\$40,000 bond for manufactured home manufacturing https://www.dol.wa.gov/forms/430205.pdf			late license renewal - 50% of all renewal fees up to \$150 for each location including sub agencies. License is terminated after 120 days of delinquency	WAC 308-66		
			\$50.75 License plates	Use the Dealer Checklist to avoid delays in the application process. (https://www.dol.wa.gov/forms/430546.pdf)							
			\$19 Business license application process fee					License is terminated after 120 days of delinquency			
			\$5 Trade name registration								
Theatrical Wrestling School	Allows a facility that offers training in theatrical wrestling, where 80 percent of the participants are amateurs, to hold wrestling shows for training purposes only at the facility location and a limited number of shows at an off-site location where an admission fee is charged.	http://www.dol.wa.gov/business/athletics/forms.html	Initial application: \$500	Submit a completed application, fee and any required attachments to the address provided on the form.	Have an established place of business that offers training in theatrical wrestling	Up to 14 business days from date received	Yes - Valid for one year	None	RCW 67.08	No	https://www.dol.wa.gov/business/athletics/theatricalwrestling.html
		https://www.dol.wa.gov/forms/611002.pdf			Have a current tax registration through the Department of Revenue				WAC 36-13		
		https://www.dol.wa.gov/business/athletics/theatricalwrestling.html									
Heating Oil License	"Heating Oil" is defined as any petroleum product used for space heating in oil-fired furnaces, heaters, and boilers, including stove oil, diesel fuel, or kerosene	https://www.dol.wa.gov/forms/441245.pdf	No fee	Submit a completed application, fees and any required attachments to the address provided on the form.	None	Up to 15 business days from date received	Return filed annually, Payment of net amount due accompanied by the return	None	RCW 70.149	No	Pollution Liability Insurance Agency https://plia.wa.gov/
Department of Revenue											
Washington State Reseller Permit	To allow businesses to make qualifying purchases for resale without paying sales tax.	An electronic application can be filed via My DOR at dor.wa.gov .	No fee	The application is a brief questionnaire concerning the business activities. It can be filed electronically or a paper application can be faxed or mailed in.	Yes, the Department reviews the type of activity the business is engaged in and whether the business actively reports gross income.	During FY 2017 more than 90% of applications were worked within 2 business days.	Yes. Valid for 2 or 4 years depending on how long the business has been open and whether it actively reports gross income. Permits for all contractors are valid for 2 years. Permits for all Indian businesses are valid for 4 years.	No penalties. The permit is optional and is not required.	RCW 82.32.291	No.	Reseller permits became effective January 1, 2010.
									RCW 82.32.780		Previously, self-issued resale certificates were used and no application was required.
		Businesses can request a paper application be mailed to them by calling 1-800-647-7706.			Not all businesses need to apply. The Department automatically issues reseller permits (including renewal permits) to businesses it deems to be eligible.				RCW 82.32.783		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
									RCW 82.32.784		The Department automatically renews reseller permits for qualifying businesses 90 days before the permit expires. If the permit is not automatically renewed, the business receives a renewal notice. Approx. 65% of permits are automatically renewed.
									RCW 82.32.785 RCW 82.32.787		Online resources can be found at https://dor.wa.gov/find-taxes-rates/retail-sales-tax/reseller-permits
									WAC 458-20-102 WAC 458-20-10201 WAC 458-20-10202		
Account ID	Allows a business to remit to DOR, sales and other taxes tax collect and owing to the Department.	Application is usually made through the BLS Business License application.	No fee	Submit a Business license application (if applicable) which indicates business activity, if taxable registration, then application routes automatically to Taxpayer Account Administration for setup. Submit the Business License Application online, by mail or at one of our field offices to BLS.	Yes, the Department reviews the type of activity the business is engaged in and whether the business activity will require a tax registration to pay taxes.	Two business days from the time the business license is completed by Business License Service.	No	No renewal necessary	RCW 82.32.030	Yes	Taxpayer Accounts are set up in 2 business days from the time the application is completed by Business License. For more on the business license application see Business Licensing Service.
Business License Application-Not a license but an application for multiple license types	To provide a single license document for multiple state and city licenses and registrations	http://bls.dor.wa.gov/file.aspx	\$19	Submit the Business License Application online, by mail or at one of our field offices.	No, but some partner licenses do require background checks, inspections and additional requirements before a license document can be issued, but those would have been identified in the appropriate agency section.	Generally 7-10 business days unless a partner license requires approval and then the time varies	No, but some partner licenses do require renewal. At this time all renewable licenses handled by BLS renew annually.	BLS assesses a 50% penalty up to a maximum of \$150.00	RCW 19.02 and RCW 19.02.085	Yes	Business Licensing Service
Department of Social and Health Services											
Adult Family Home (AFH) License	To allow people or entities to provide personal care, special care, room, and board to more than one but not more than six adults not related to the caregiver.	https://www.dshs.wa.gov/alerts/residential-care-services/afh-applications	Application fee is \$2,750. Annual license fee as of July 1, 2015, is \$225 per bed.	Submit the completed/signed application, required application materials, and the \$2,750 application fee.	Requirements include specific trainings/certification; state and federal background checks; orientation class; administration and business planning class; TB testing; policies to address specific areas (such as medications, abuse/neglect, and accepting Medicaid residents); approved inspection by local building code officials; and pre-/post-licensure inspections by DSHS staff	60 days or more.	Does not have to renew the license but must pay an annual licensing fee.	If the home does not pay fee when due, the department will impose remedies (WAC 388-76-10025).	RCW 70.128 RCW	No	WAC 388-76-10010 states that an adult family home license is valid for the person named in the application, and the address listed on the license.
									WAC 388-76 WAC		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Assisted Living Facility (ALF) License	To promote the safety and well-being of assisted living facility residents to specific standards for assisted living facility operators. To also further establish requirements for the operation of assisted living facilities.	https://www.dshs.wa.gov/altsa/residential-care-services/assisted-living-facility-applications	\$116 per licensed bed.	Submit the completed/signed application, required application materials, and the \$116 application fee multiplied by the number of beds to be licensed in the facility.	Requirements include specific trainings/certifications; state and federal background checks; administrator training; TB testing; policies to address specific areas (such as medications, abuse/neglect, and accepting Medicaid residents); approved inspection by local building code officials; inspections by DSHS staff; inspections by food code officials; and review by Department of Health's Construction Review Services existing structure modifications and any new structures at assisted living facilities.	4-6 months	Valid for one year.	An additional late fee of \$10 per day from the license renewal date until the date of mailing. If the home does not pay the fee when due, the department may impose remedies (WAC 388-78A-3160).	Chapter 18.20 RCW	No	RCW 18.20.050 states that an assisted living facility license must be issued only to the person that applied for the license, and only for the premises named in the application.
									Chapter 388-78A WAC		
Nursing Home (NH) License	To allow individuals or entities to operate a nursing home. A business operating or maintaining facilities providing convalescent and/or chronic care for over twenty-four consecutive hours, for three or more patients not related by blood or marriage to the operator, who are unable to properly care for themselves.	https://www.dshs.wa.gov/altsa/residential-care-services/nursing-home-applications	\$359 per licensed bed	Submit the completed/signed application and the application materials.	Requirements include specific trainings/certifications, state background checks, TB testing, policies to address specific areas (such as medications, abuse/neglect, accepting Medicaid residents), approved inspection by local building code officials, approved inspection survey by DSHS staff, and review by Department of Health's Construction Review Services of modifications of existing structures and any new structures at nursing home facilities.	90 days	Valid for one year	If the facility does not pay the fee when due, the department may impose remedies (WAC 388-97-4460).	RCW 74.42	No	Change of ownership applications were included because the applicant (assuming licensure) is applying for its first license at that specific address. RCW 18.51.050 states a nursing home license is valid for the person named in the application, and the address listed on the license.
									RCW 18.51, WAC 388-97 WAC		
Certified Community Residential Services and Supports - State Certification for Service Provider	To certify provision of supports and services to clients with developmental disabilities in community residential settings. Clients live in their own homes with one to three others and receive instruction and supported from contracted service providers. Individuals pay for their own rent, food, and other personal expenses.	https://www.dshs.wa.gov/altsa/residential-care-services/information-certified-community-residential-services-and-supports-providers	With Passage of ESHB 1109 in 2019 ("Making 2019-2021 biennium operating appropriations") there will be a certification fee of \$847 per client in FY 2020 and \$859 per client starting in FY 2021	Submit the completed/signed application and materials.	Requirements include specific trainings, state background checks, and policies to address specific areas. Standard re-certification inspections occur every two years.	60 days or more.	Regular certification for up to two years. Extend for an additional period up to 180 days.	If the facility does not pay the fee when due, the department may impose remedies	RCW 71A.12	No	Visit the Developmental Disabilities Administration (DDA) website at https://www.dshs.wa.gov/dda/policies-and-rules/policy-and-rules-for-additional-information-and-program-contacts .
									WAC 388-101, WAC 388-101D		
Intermediate Care Facilities for Individuals with Intellectual Disabilities - Federal Certification	To allow persons or entities to operate certified Medicare and/or Medicaid Intermediate Care Facilities for individuals with intellectual disabilities. An institution providing active treatment serving four or more beds for people with intellectual disabilities or related conditions. (No state licensure except for those licensed as-nursing homes).	Contact the Business Analysis and Applications Unit at P.O. Box 45600, Olympia, WA 98504 or by phone at (360) 725-2420.	N/A	Submit the completed/signed application and the application materials.	Requirements include specific trainings, state background checks, and policies to address specific areas. Annual inspections must occur for all providers on an average of twelve months.	This is not applicable, since applications haven't been submitted for more than 25 years.	N/A	Renewal is not required	42 CFR 483; WAC 388-111 for Residential Habilitation Centers only.	No	Due process WACs (WAC 388-111) pertain to Residential Habilitation Centers.

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Enhanced Service Facilities (ESF) License	To allow entities to operate a facility specifically designed for Mental Health clients who are discharged from Western and Eastern State Hospitals. The goal is to have placement for the more difficult to discharge clients residing in the state run psychiatric hospitals.	https://www.dshs.wa.gov/sites/default/files/FSA/forms/pdf/10-535.pdf	\$1040 per licensed bed	Submit the completed/signed application and the application materials.	Requirements include specific trainings/certifications; background checks; administrator training; TB testing; policies to address specific areas; approved inspection by local building code officials; inspections by DSHS staff; and review by Department of Health's Construction Review Services existing structure modifications and any new structures.	4-12 months	Renewed annually	An additional late fee of \$10 per day from the license renewal date until the date of mailing. If the home does not pay the fee when due, the department may impose remedies (WAC 388-107-1080).	RCW 70.97; WAC 388-107	No	Four facilities are currently operating. Four prospective providers have been working on viable options for opening an additional 4 homes along the I-5 corridor. The Mental Health transformation Project will focus on creation of more ESFs in the next few years
Department of Ecology											
Air Quality Registration	To develop and maintain a record of industrial air pollution sources. Information is used to evaluate the effectiveness of air pollution control strategies and to verify whether the source is complying with applicable air pollution requirements.	https://ecology.wa.gov/Regulations-Permits/Reporting-requirements/Air-quality-emissions-reporting/Air-quality-registration	2019 fees: \$200 to \$7,000, majority are \$400 to \$1,100 2020 fees: \$200 to \$7,500, majority are \$575 to \$1,300 2021 fees: \$200 to \$8,000, majority are \$700 to \$1,500 2022 and beyond fees: same as 2021 unless the fee schedule is changed	No application form. Sources added by: 1. Ecology contacts sources within a source category notifying them they need to register; 2. A source is added to the Reg Program when they obtain a NOC or Coverage Order; 3. Ecology becomes aware of a source via drive-by, complaint, or other report and contacts the source; or 4. A source contacts Ecology asking about requirements.	Depending on emissions, synthetic minor status, and available staff resources: - Emission inventory (EI) every 3 years (most sources), or every year (SM80, portables, some larger non-SM80) - Inspections are prioritized to match available resources.	Emission inventory on next cycle, inspections as EI forms indicate.	Valid for the lifetime of the business or industry, but fees are annual.	No penalties for lack of knowledge. Refusing to register can lead to a Notice of Correction or Notice of Penalty. In addition, late charges are assessed at 3 times the registration fee. Delinquent accounts can be sent to a collections agency.	RCW 70.94 WAC 173-400 WAC 173-455	No	<u>Yes</u>
401 Water Quality Certification	To assure the applicant's project will comply with state water quality standards and other aquatic resource protection requirements under Ecology's authority. Applies to activity the need a federal permit or license and that might result in discharge of dredge or fill material into water, including wetlands, or excavation in water, including wetlands.	http://apps.oria.wa.gov/permithandbook/permitdetail.asp?id=43	No Fee.	Request certification and submit a JARPA. submit to: ecyrefedpermits@ecy.wa.gov or Department of Ecology - SEA Program Federal Permit Coordinator Post Office Box 47600 Olympia, Washington 98504-7600	Notification from the Federal Agency regarding what permit or license is needed. Ecology typically conducts an inspection prior to issuing certification. Ecology may request additional information if necessary.	Up to one year.	Dependent upon the life of the federal permit or license. And compliance with condition of the Section 401 certification/order.	No renewal needed.	RCW 90.48 WAC 173-201A	No	<u>Yes</u>
Coastal Zone Management Certification	Protection of the State's Coastal Resources. Applies to projects requiring a federal license or permit, Federal Agency Activity or Federal Assistance Programs (funding) proposed within any of Washington's 15 coastal counties.	https://www.ecology.wa.gov/Water-Shorelines/Shoreline-management/Coastal-zone-management/Programs-policies/Federal-consistency	No fee.	Complete application and submit to: ecyrefedpermits@ecy.wa.gov or Department of Ecology - SEA Program Federal Permit Coordinator Post Office Box 47600 Olympia, Washington 98504-7600	Yes, compliance with the WCZMP enforceable policies including Shoreline Management Act (SMA) Clean Water Act (CWA) and State Environmental Policy Act (SEPA) is required.	Up to 180 days.	Valid for life of project, unless the project foot print changes.	No renewal needed.	Federal Coastal Zone Management Act	No	<u>Yes</u>
Transporter of Recyclable Materials Registration	To allow a business to transport recyclable materials.	https://ecology.wa.gov/Regulations-Permits/Reporting-requirements/Recyclable-materials-transporter-registration	No Fee.	This is a registration process, not a permitting process. There is no approval from Ecology. The company fills out a form on line to notify us they are a transporter. It takes about twenty minutes. We can help anyone encountering problems filling out the form.	Ecology can require a person to register. If they refuse, we can give them a penalty for not registering, not keeping records, or delivering recyclables for disposal.	N/A; no processing time, it's just a list.	One time only.	N/A. There are penalties for failure to register, failure to keep records or disposing of recyclables, but none for late renewal because registration is one time.	RCW 70.95 WAC 173-345	No	No
Used Vehicle Battery Collector License	To authorize a business to collect used vehicle batteries.	None presently available.	No fee.	Ecology plans to revise the rules in Chapter 173-331 WAC Vehicle Battery Recycling, and replace the previous fee based program with a no cost on line registration.	No	Expected to take twenty minutes or less to register, plus an annual recycling report.	We hope to implement one time registration with annual validation following email reminder.	Possible loss of authorization and fine of up to \$1,000 per violation (the agency has not used this authority).	RCW 70.95 WAC 173-331	No	No
Underground Storage Tank License	To demonstrate compliance with the requirements, and give notice that the annual tank fees have been remitted.	http://bls.dor.wa.gov/undergroundstoragetank.aspx	\$173.80 per tank.	Apply online using the Business License Application and UST Addendum, or mail hardcopies to DOR.	Must submit proof of financial responsibility (i.e. tank pollution liability insurance). For insurance the complete policy must be submitted.	Approximately 2 weeks (per ORA website).	Yes, annually.	DOR (not Ecology) charges a late fee of \$150, if they have not paid by the expiration date.	RCW 90.76 WAC 173-360A	<u>Yes</u>	<u>Yes</u>

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Waste Tire Carrier License	To allow any business to transport tires that are no longer usable.	http://bls.dor.wa.gov/wasteti/recarrier.aspx	\$19 business license application fee; \$5 trade name registration; \$200 per location license fee; \$50 per transport vehicle; \$10,000 bond required.	Submit the license application to BLS with the fees. Then, send \$10,000 bond to Ecology.	\$10,000 bond (to Ecology).	Depends on the applicant but it can be less than 2 weeks after application. Getting the bond paperwork to Ecology can sometimes cause delay.	Valid for one year.	None - late license means an invalid license.	RCW 70.95 WAC 173-350-350	Yes	Yes
Waste Tire Storage Site Owner License	To allow any business to store more than 800 passenger tires or 8 tons of tires not suitable for their original purpose.	http://bls.dor.wa.gov/wasteti/restoragesiteowner.aspx	\$19 business license application fee; \$5 trade name registration; \$250 license Fee; Bond requirement; local health department fees vary.	This requires a WAC 173-350 permit from a local health department if the number of waste tires exceeds 800 tires (or 8 tons). The application and permit fees will vary by health department. Timelines depend on completeness of application and if other local permits are required (i.e. Conditional Use Permit). Typically, a complete application with no other requirement may get approval in 90 days or less. Local health has 45 days to review and Ecology has 45 days to review.	Yes, a solid waste permit requires inspection by the local health department. There maybe other local permit requirements such as a Conditional Use Permit. For more information, the local planning authority should be contacted to determine the requirements. However, requirements may differ per county.	This really depends on the completeness of the application filed at the local health department, and if there are other local permit requirements. Local health departments have 45 days to review a received application and Ecology has 45 days to review and comment once received. So, 90 or less days could be the shortest amount of time.	Valid for one year.	Operating without a valid solid waste permit from a local health department may be subject to a local penalty or fee associated with failure to renew. Each county may differ.	RCW 70.95 WAC 173-350-350	Yes	Yes
Environmental Laboratory Accreditation	Applicable to laboratories that submit analytical data from the analysis of environmental or drinking water samples to Ecology, the Department of Health, or other entities.	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Laboratory-Accreditation/Applying-for-laboratory-accreditation	Varies, generally ranges from \$300 to \$25,000 annually, depending on scope of accreditation.	Laboratories wanting accreditation can visit Ecology's website, download the application, fill it out, and submit either a physical copy through the mail or an electronic copy via e-mail.	Yes, laboratories are required to submit a copy of their Laboratory Quality Assurance Manual, copies of their latest proficiency testing evaluation reports, and be subject to an on-site audit.	Depends on the completeness of the lab's submission, complexity of the procedures and availability of Lab Accreditation Unit staff (per ORA website).	Valid for one year.	No penalties, other than the laboratory no longer being accredited once its accreditation expires and doesn't renew.	RCW 43.21A WAC 173-50	No	Yes
Conditional No Exposure Certificate	This exemption from the Industrial Stormwater General Permit is available to facilities with all industrial materials and activities protected from contact with precipitation.	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Stormwater-general-permits/Industrial-stormwater-permit	No Fee.	Submit online application form.	Ecology typically conducts an inspection, top verify eligibility.	90 days (per Agency website).	Valid for 5 years.	None	40 CFR 122.26	No	No
Underground Injection Control (UIC) Well Registration for Industrial or Commercial Facilities	To protect ground water quality by regulating discharges from Underground Injection Control (UIC) wells.	https://www.ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Underground-injection-control-program/UIC-registration-requirements-information	No fee.	Complete registration using Ecology's UIC Web registration. Paper copies available if internet access is not. UIC coordinator reviews registration. If rule is met, then send out rule authorization letter or email.	Groundwater protection requirements. New well treatment requirements are determined in registration. Owners of UIC wells, (in use before Feb. 3, 2006) have to complete a well assessment and retro-fit UIC wells receiving high pollutant stormwater in order to be rule authorized.	Within 60 days (WAC 173-218).	Good for the life of the UIC well unless the use of the well or discharge type has changed.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 43.21A RCW 90.48	No	Yes
Agricultural Burn Permit for Baled Agricultural Residue Burning	To burn baled residue (broken, mildewed, diseased or otherwise pest ridden bales) from 10 acres or less, or a maximum equivalent of 2 tons per acre.	https://fortress.wa.gov/ecy/publications/SummaryPages/ecy07075.html	\$37.50 for any burning of 10 acres or less.	Application submitted to Ecology or Delegated Permitting office, via mail or walk in with payment.		Within 7 days (per application as prescribed by WAC 173-430-040).	Valid for six months or less.		RCW 70.94 WAC 173-430	No	Yes
Agricultural Burn Permit for Field Burning	To regulate the burning of commercial agricultural fields or portions of fields, and flaming in organic farming.	https://fortress.wa.gov/ecy/publications/SummaryPages/ecy020126.html	Variable depending on total acres (\$3.75 per acre); minimum fee is \$37.50.	Application submitted to Ecology or Delegated Permitting office via mail or walk in with payment.		Within 7 days (per application as prescribed by WAC 173-430-040).	Valid for six months or less.		RCW 70.94 WAC 173-430	No	Yes
Agricultural Burn Permit for Pile Burns	To burn piles of agricultural vegetation on land that is going to stay in agriculture.	https://fortress.wa.gov/ecy/publications/SummaryPages/ecy020123.html	Variable depending on pile size. Minimum of \$80 for up to 80 tons and an additional \$1.00 per ton for each additional ton.	Application submitted to Ecology or Delegated Permitting office via mail or walk in with payment.		Within 7 days (per application as prescribed by WAC 173-430-040).	Valid for one year or less.		RCW 70.94 WAC 173-430	No	Yes
Agricultural Burn Permit for Spot Burning	To regulate burning in areas that are 1/2 acre or less in size, such as; small weed patches, spots of heavy residue, and equipment plugs and dumps up to 10 acres per year.	https://fortress.wa.gov/ecy/publications/SummaryPages/ecy020125.html	\$37.50 for a total of less than 10 acres.	Application submitted to Ecology or Delegated Permitting office via mail or walk in with payment.		Within 7 days (per WAC 173-430-040).	Valid for the calendar year in which it is issued.		RCW 70.94 WAC 173-430	No	Yes
Air Operating Permit (AOP)	To regulate major sources of air pollution including emission limits, work practice standards, monitoring, recordkeeping and reporting, to include periodic reports certifying compliance with terms and conditions.	https://fortress.wa.gov/ecy/publications/SummaryPages/94175.html	AOP fees are discussed in WAC 173-401-900. Ecology allocates costs for permit administration, development and oversight among the sources for whom it acts as permitting authority. Permit fees are based on: 1. number of facilities with operating permits in Ecology's jurisdiction; 2. the complexity of the facility; and 3. the amount of regulated pollutants emitted. [\$20k - \$350k].	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Air-Quality-permits/Air-operating-permits	Inspections, complaint response, report reviews, certification verifications, slack test observations.	Ecology's goal is to issue a permit within 18 months of receiving a complete application (as per WAC 173-401-700). Complex sources may take more time.	Valid for 5 years. A renewal application must be submitted within 6-18 months prior to expiration.	The facility will not be able to legally operate without a valid permit. A complete renewal application will act as a permit shield for the facility, until the Air Operating Permit is issued.	RCW 70.94.161 & 162 WAC 173-401	No	Yes

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Air Quality Notice of Construction (NOC) - Declaring Intent to Install a new source of air pollution or modifying an existing source of air pollution.	Applies to a business releasing contaminants to the air from a new or modified source, unless the source has been exempted.	https://fortress.wa.gov/ecy/publications/SummaryPages/ECY070410.html	\$200 to \$10,000 initial fee, depending on the complexity of the project and maximum potential amount of air contaminants emitted from project. Hours in excess of initial fee is billed at \$95 per hour.	The Notice of Construction application form is submitted by mail to Ecology.	The application fee must be submitted along with the Notice of Construction application to the Ecology Cashiering Unit.	Generally, four to six months. Complex projects may take more time.	Good for the lifetime of the business or industrial facility as long as no changes are made to the permitted equipment/process.	Not applicable.	WAC 173-400	No	<u>Yes</u>
General Order for Asphalt Plants	To regulate asphalt plants that operate in counties regulated by Ecology.	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Air-Quality-permits/Air-quality-general-orders	\$875 application fee if SEPA review is complete. \$1,160 application fee if SEPA review is required.	The General Order application form is submitted by mail to Ecology.	The application fee must be submitted along with the General Order application to the Ecology Cashiering Unit.	31 days if the application is determined to be complete (per WAC 173-400-560).	Good for the lifetime of the business or industrial facility as long as no changes are made to the permitted equipment/process. Notification is required for moving portable equipment to new locations.	Not applicable.	RCW 70.94 WAC 173-400	No	<u>Yes</u>
General Order for Automobile Body Repair and Refinishing Shops	To regulate auto body shops located in counties regulated by Ecology's Air Quality Program.	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Air-Quality-permits/Air-quality-general-orders	\$500 application fee if SEPA review is complete. \$785 application fee if SEPA review is required.	The General Order application form is submitted by mail to Ecology.	The application fee must be submitted along with the General Order application to the Ecology Cashiering Unit.	31 days if the application is determined to be complete (per WAC 173-400-560).	Good for the lifetime of the business or industrial facility as long as no changes are made to the permitted equipment/process.	Not applicable.	RCW 70.94 WAC 173-400	No	<u>Yes</u>
General Order for Concrete Batch Plants	To regulate concrete batch plants located in counties regulated by Ecology's Air Quality Program.	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Air-Quality-permits/Air-quality-general-orders	\$500 application fee if SEPA review is complete. \$785 application fee if SEPA review is required.	The General Order application form is submitted by mail to Ecology.	The application fee must be submitted along with the General Order application to the Ecology Cashiering Unit.	31 days if the application is determined to be complete (per WAC 173-400-560).	Good for the lifetime of the business or industrial facility as long as no changes are made to the permitted equipment/process. Notification is required for moving portable equipment to new locations.	Not applicable.	RCW 70.94 WAC 173-400	No	<u>Yes</u>
General Order for Dairy Anaerobic Digesters	To regulate dairy manure anaerobic digesters that operate in counties or industrial facilities regulated by Ecology.	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Air-Quality-permits/Air-quality-general-orders	\$875 application fee if SEPA review is complete. \$1,160 application fee if SEPA review is required.	The General Order application form is submitted by mail to Ecology.	The application fee must be submitted along with the General Order application to the Ecology Cashiering Unit.	31 days if the application is determined to be complete (per WAC 173-400-560).	Good for the lifetime of the business or industrial facility as long as no changes are made to the permitted equipment/process.	Not applicable.	RCW 70.94 WAC 173-400	No	<u>Yes</u>
General Order for Perchloroethylene Dry Cleaners (Dry Cleaners Using Less Than 2,100 Gallons Per Year)	To regulate dry cleaning businesses that use less than 2,100 gallons per year of perchloroethylene, and operate in counties that are regulated by Ecology.	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Air-Quality-permits/Air-quality-general-orders	\$500 application fee if SEPA review is complete. \$785 application fee if SEPA review is required.	The General Order application form is submitted by mail to Ecology.	The application fee must be submitted along with the General Order application to the Ecology Cashiering Unit.	31 days if the application is determined to be complete (per WAC 173-400-560).	Good for the lifetime of the business or industrial facility as long as no changes are made to the permitted equipment/process.	Not applicable.	RCW 70.94 WAC 173-400	No	<u>Yes</u>
General Order for Small Water Heaters and Steam Generating Boilers	To regulate small boilers using natural gas, propane, or diesel fuel that operate in counties regulated by Ecology's Air Quality Program.	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Air-Quality-permits/Air-quality-general-orders	\$500 application fee if SEPA review is complete. \$785 application fee if SEPA review is required.	The General Order application form is submitted by mail to Ecology.	The application fee must be submitted along with the General Order application to the Ecology Cashiering Unit.	31 days if the application is determined to be complete (per WAC 173-400-560).	Good for the lifetime of the business or industrial facility as long as no changes are made to the permitted equipment/process.	Not applicable.	RCW 70.94 WAC 173-400	No	<u>Yes</u>
General Order for Stationary and Portable Rock Crushers	To regulate stationary and portable rock crushers that operate in counties or industrial facilities regulated by Ecology's Air Quality Program.	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Air-Quality-permits/Air-quality-general-orders	\$500 application fee if SEPA review is complete. \$785 application fee if SEPA review is required.	The General Order application form is submitted by mail to Ecology.	The application fee must be submitted along with the General Order application to the Ecology Cashiering Unit.	31 days if the application is determined to be complete (per WAC 173-400-560).	Good for the lifetime of the business or industrial facility as long as no changes are made to the permitted equipment/process. Notification is required for moving portable equipment to new locations.	Not applicable.	RCW 70.94 WAC 173-400	No	<u>Yes</u>
Burn Permit for Land Clearing Burning	This permit is for Land Clearing burning.. Where the land use is being changed.	https://fortress.wa.gov/ecy/publications/SummaryPages/ecy020124.html	No Fee.	Submitted to Ecology mail fax, electronic.		Approximately 7 days (per application).	Valid for six months or less.		RCW 70.94 WAC 173-425	No	<u>Yes</u>
Outdoor Burn Special Permit	This permit is for situations where burning does not fit into the categories of agricultural, residential, or land clearing.	https://fortress.wa.gov/ecy/publications/summarypages/ecy07052.html	No fee.	Submitted to Ecology mail fax, electronic.		Approximately 7 days (per application).	Valid for six months or less.		RCW 70.94 WAC 173-425	No	<u>Yes</u>
Permit to Burn Storm & Flood Debris	To regulate the burning of flood and storm debris in areas where burning is not generally allowed (i.e. urban growth areas). Any business planning to burn natural vegetation that is directly related to a declared storm or flood. The declaration is issued by a government entity.	https://fortress.wa.gov/ecy/publications/publications/ecy070318.pdf	No fee.	Submitted to Ecology mail fax, electronic.	no	Approximately 7 days (per application).	Valid for six months or less.		RCW 70.94 WAC 173-425	No	<u>Yes</u>

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Prevention of Significant Deterioration (PSD) Air Quality Permit	To regulate construction projects that may significantly increase New Source Review Regulated air pollutant emissions, excluding projects involving the Energy Facility Site Evaluation Council (EFSEC).	There is not a specific comprehensive application form for this permit because of the wide range of PSD project types. Another application that a facility may submit to Ecology requests Ecology to determine if PSD applies. This applicability determination application, as well as other PSD information is available on Ecology's PSD webpage at https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Air-Quality-permits/Prevention-of-Significant-Deterioration-PSD	1. New project applications/ major modifications/ establishing plant-wide emission limit: \$15,000 (158 hrs); 2. New PSD permit for GHG only/other plant-wide emission limit requests/non major, non admin revisions: \$7,500 (79 hrs); 3. Administrative revisions: \$1,900 (20 hrs); 4. Permit extensions/ applicability determinations: \$500 (6hrs); [\$95 per hour is charged when listed hours are exceeded].	Applicants need to provide Ecology with relevant materials consistent with PSD regulations 40CFR 52.21 and the applicable sections of WAC 173-400-700s (720, 730, 740, etc..). A pre-application meeting can be requested if assistance is needed. Ecology recommends the applicant schedules a pre-application meeting.	There are no additional requirements, such as background checks. However, the PSD program does require modeling for air quality impacts, which is not required in some other types of air permits.	The PSD permitting process begins with a 30-day application completeness determination. Once the application is complete, the permit and technical support document (TSD) is drafted. A public notice announces the 30 day public comment period for the draft permit. The amount of time to get a complete application, draft a permit and TSD, go through public notice, respond to comments received, and address any modifications to the permit may take one year. A very complex project may take up to two years.	No. The PSD permit does not expire unless cancelled by applicant, unless construction does not commence within 18 months of the effective date of the permit, if construction is discontinued for a period of 18 months or more, or if construction is not completed within a reasonable time as determined by Ecology. Ecology may extend the 18-month expiration period if justified by the applicant.	PSD permits are not required to be renewed.	RCW 70.94 WAC 173-400	No	Yes
Dangerous Waste Permit: Part A and B	Part A: To apply for a new facility, application for a final status, permit renewal, and some specific modifications-e.g. which cause a change in ownership and class 3 modifications	Instructions for completing Part A can be found at https://fortress.wa.gov/ecy/publications/SummaryPages/ECY03031.html http://apps.oria.wa.gov/permithandbook/permiddetail.asp?id=127	No fee.	Applicant submits the Notice of Intent (NOI) to apply for a RCRA Part B permit and Demonstration of Compliance with Siting Criteria. The application is reviewed for administrative completeness. A NOI is submitted for new facility and in some cases a class 3 modification can trigger the siting criteria. A siting criteria is not needed for a renewal unless container storage capacity exceeds 25 percentage, there is significant expansion to the facility, or a major change is incorporated which will result in a class 3 modification. Visit https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Dangerous-waste-permits to view the permit process.	<i>Inspections are at the discretion of the Department of Ecology. There are financial requirements involved. There are no background checks.</i>	The Part A application review can be conducted within 60-90 days, prior to issuance of the permit.	The Part A application has a one-time administrative review process during the permit application or permit renewal process. It is valid for ten years. Information that changes in a Part A application is revised through the modification process.	Denial of permit. None	RCW 70.105 WAC 173-303	No	Yes
	Part B: To specify how dangerous waste must be managed at a particular facility. To protect human health and the environment. To ensure the facility knows what is required to be in compliance with the dangerous waste regulations.	https://fortress.wa.gov/ecy/publications/summarypages/97430.html	No fee.	If applicable, the Part B application is submitted to the agency for technical review at least 150 days after submitting the Notice of Intent.	The technical review includes assessing the engineering and technical aspects of the project for state and federal requirements. A financial assurance review is also conducted.	Depending on the project, but it can take 24 to 36 months to review the Part B application.	The Part B application is valid for 10 years.	Denial of permit. None	RCW 70.105 WAC 173-303	No	Yes
Statewide General Permit for Biosolids Management	To establish site specific requirements for the proper management of biosolids	https://fortress.wa.gov/ecy/publications/SummaryPages/ECY070124.html	There is a one time new permit application fee of \$2,868.28. The annual fee depends on the type and size of facility. The minimum fee is \$956.09 per year. Fees can range from \$100 for hardship facilities to tens of thousands of dollars for the largest facilities.	https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Biosolids-permits-forms	Yes, site inspections at any stage of permitting, public notice, and SEPA.	Permit processing time varies depending on the complexity of the facility and completeness of application. Applicants obtain provisional approval of coverage with a complete permit application, and may operate prior to final approval by Ecology. This application and permit process has been targeted for improvement by Ecology.	Every 5 years.	Loss of permit and additional penalties are possible.	RCW 70.95J WAC 173-308	No	Yes

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Coverage under the Aquatic Mosquito Control NPDES and State Waste Discharge General Permit	To regulate mosquito and mosquito larvae control activities in all areas of the state, except tribal and federal lands.	https://www.ecology.wa.gov/Regulations-Permits/Permits-certifications/Aquatic-pesticide-permits/Aquatic-mosquito-control	Annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit online application form and send in signed paper copy. Applicant must certify that it has met SEPA and public notice requirements.	Ecology may conduct an inspection prior to issuing coverage but typically does not.	Minimum of 45 days.	Valid until the expiration date, a maximum of 5 years. The permittee must reapply for coverage under this general permit at least one hundred and eighty (180) days prior to the specified expiration date of this general permit. An expired general permit and coverage under the permit continues in force and effect until Ecology issues a new general permit or until Ecology cancels it. Only those permittees that reapply for coverage are covered under the continued permit.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48 WAC 173-226 WAC 173-224 WAC 173-201A	No	<u>Yes</u>
Coverage under the Aquatic Plant and Algae NPDES and State Waste Discharge General Permit	To cover the discharge of products used to control aquatic plants and algae in Washington waters. To allow treatment of nuisance emergent plants along roadsides and ditch banks.	https://www.ecology.wa.gov/Regulations-Permits/Permits-certifications/Aquatic-pesticide-permits/Aquatic-plant-algae-management	Annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit online application form and send in signed paper copy. Applicant must certify that it has met public notice requirements.	Ecology may conduct an inspection prior to issuing coverage but typically does not.	Minimum of 45 days.	Valid until the expiration date, a maximum of 5 years. The permittee must reapply for coverage under this general permit at least one hundred and eighty (180) days prior to the specified expiration date of this general permit. An expired general permit and coverage under the permit continues in force and effect until Ecology issues a new general permit or until Ecology cancels it. Only those permittees that reapply for coverage are covered under the continued permit.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48 WAC 173-226 WAC 173-224 WAC 173-201A	No	<u>Yes</u>
Coverage under the Concentrated Animal Feeding Operation (CAFO) NPDES and State Waste Discharge General Permit	To regulate discharge by concentrated animal feeding operations to waters of the state.	https://www.ecology.wa.gov/Regulations-Permits/Permits-certifications/Concentrated-animal-feeding-operation	Annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit signed form (electronic or paper). Applicant must certify that it has met SEPA (new facilities) and public notice requirements.	Ecology may conduct an inspection prior to issuing coverage but typically does not.	Minimum of 45 days.	Valid until the expiration date, a maximum of 5 years. The permittee must reapply for coverage under this general permit at least one hundred and eighty (180) days prior to the specified expiration date of this general permit. An expired general permit and coverage under the permit continues in force and effect until Ecology issues a new general permit or until Ecology cancels it. Only those permittees that reapply for coverage are covered under the continued permit.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48 WAC 173-226 WAC 173-224 WAC 173-201A WAC 173-200	No	<u>Yes</u>

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Coverage under the Concentrated Animal Feeding Operation (CAFO) State Waste Discharge General Permit	To regulate discharge by concentrated animal feeding operations to waters of the state.	https://www.ecology.wa.gov/Regulations-Permits/Permits-certifications/Concentrated-animal-feeding-operation	Annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years)	Submit signed form (electronic or paper). Applicant must certify that it has met SEPA (new facilities) and public notice requirements.	Ecology may conduct an inspection prior to issuing coverage but typically does not.	Minimum of 45 days, except for existing facilities which may have a shorter period due to no public notice requirement (WAC 173-226-130(5) applies to new operations)	Valid until the expiration date, a maximum of 5 years. The permittee must reapply for coverage under this general permit at least one hundred and eighty (180) days prior to the specified expiration date of this general permit. An expired general permit and coverage under the permit continues in force and effect until Ecology issues a new general permit or until Ecology cancels it. Only those permittees that reapply for coverage are covered under the continued permit.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48 WAC 173-226 WAC 173-201A WAC 173-200	No	<u>Yes</u>
Coverage under the Construction Stormwater General Permit (Notice of Intent)	To install and maintain erosion and sediment control measures to prevent stormwater from washing soil, nutrients, chemicals and other harmful pollutants into local water bodies.	https://www.ecology.wa.gov/Regulations-Permits/Permits-certifications/Stormwater-general-permits/Construction-stormwater-permit/eCoverage-packet	Annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit electronic application form.	Ecology may conduct an inspection prior to issuing coverage but typically does not. Sites with contaminated soil and/or groundwater may require review of proposed Best Management Practices (BMPs) proposed to control the discharge of soil/groundwater contaminants prior to issuing permit coverage.	60 days (per ORA website as noted in WAC 173-226-200).	Site coverage under this permit is effective until coverage is revoked or terminated. Permittee must apply for permit renewal at least 108 180 days prior to the expiration date of the Construction Stormwater General Permit.	Up to \$10,000 per day (chapter 90.48, 144 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48 WAC 173-201A, Chapter 173-200 WAC and Chapter 173-204 WAC.	No	<u>Yes</u>
Coverage under the Fresh Fruit Packing General Permit	To monitor pollutants discharge of every new or existing fresh fruit packing facility which receives, packs, stores and/or ships either hard or soft fruit and discharges wastewater, including non-contact cooling water.	https://www.ecology.wa.gov/Regulations-Permits/Permits-certifications/Fresh-fruit-packing-general-permit	Annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit signed form (electronic or paper). Applicant must certify that it has met SEPA (new facilities) and public notice requirements.	Ecology may conduct an inspection prior to issuing coverage but typically does not.	60 days (per ORA website as noted in WAC 173-226-200).	Valid until the expiration date, a maximum of 5 years.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48 WAC 173-226	No	<u>Yes</u>
Coverage under the Industrial Stormwater General Permit (ISGP)	The permit authorizes industrial stormwater discharges to waters of the state.	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Stormwater-general-permits/Industrial-stormwater-permit	Annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit online application form or signed paper form. For new facilities, applicant must certify that it has met SEPA and public notice requirements.	Ecology may conduct an inspection prior to issuing coverage but typically does not.	60 days (as noted in WAC 173-226-200).	Valid until the expiration date, a maximum of 5 years. The permittee must reapply for coverage under this general permit at least one hundred and eighty (180) days prior to the specified expiration date of this general permit. As long as a facility submits a renewal application in a timely manner, an expired permit remains in effect until Ecology reissues permit.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48 WAC 173-226	No	<u>Yes</u>
Coverage under the Irrigation System Aquatic Weed Control Permit	To control weeds and algae in Washington irrigation canals.	https://www.ecology.wa.gov/Regulations-Permits/Permits-certifications/Aquatic-pesticide-permits/Irrigation-system-aquatic-weed-control	Annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit signed form (paper). Applicant must certify that it has met SEPA (new facilities) and public notice requirements.	Ecology may conduct an inspection prior to issuing coverage but typically does not.	Minimum of 45 days.	Valid until the expiration date, a maximum of 5 years. The permittee must reapply for coverage under this general permit at least one hundred and eighty (180) days prior to the specified expiration date of this general permit.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48 WAC 173-226 WAC 173-201A	No	<u>Yes</u>
Coverage under the National Pollutant Discharge Elimination System (NPDES) Boatyard General Permit (BGP)	This permit authorizes discharges of pressure wash wastewater and industrial stormwater runoff from boatyards to waters of the state.	https://www.ecology.wa.gov/Regulations-Permits/Permits-certifications/Boatyard-general-permit	Annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit an online electronic application form. Applicant must certify that it has met SEPA (new facilities) and public notice requirements.	Ecology may conduct an inspection prior to issuing coverage but typically does not.	60 days (as noted in WAC 173-226-200).	Valid until the expiration date, a maximum of 5 years. The permittee must reapply for coverage under this general permit at least one hundred and eighty (180) days prior to the specified expiration date of this general permit. As long as a facility submits a renewal application in a timely manner, an expired permit remains in effect until Ecology reissues permit.	Up to \$10,000 per day (chapter 90.48 RCW).	RCW 90.48 WAC 173-226	No	<u>Yes</u>

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Reclaimed Water Use Permit	To assure that the wastewater is "adequately and reliably treated" so that, as a result of the treatment, the effluent is no longer considered a wastewater under state law.	https://www.ecology.wa.gov/Water-Shorelines/Water-supply/Water-recovery-solutions	First time applicants pay an application fee. Application fees and annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit signed form (electronic). Applicant must certify that it has met SEPA (new facilities).	Ecology typically conducts an inspection prior to issuing individual permits. Ecology may request additional information if necessary. Ecology must review and approve any associated engineering documents as required by chapter 173-240 WAC.	60 days (as noted in WAC 173-216-070).	Valid until expiration date. As long as a facility submits a renewal application in a timely manner, the existing permit remains in effect until Ecology reissues permit.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.46 WAC 173-216	No	<u>Yes</u>
Coverage under the Sand & Gravel General Permit (for Portable Operations)	To control the discharge of pollutants from portable sand and gravel mining operations and related facilities into state waters.	https://www.ecology.wa.gov/Regulations-Permits/Permits-certifications/Sand-Gravel-General-Permit	Annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit electronic form. Applicant must certify that it has met SEPA (new facilities) and public notice requirements.	Ecology may conduct an inspection prior to issuing coverage but typically does not.	60 days (per ORA website as noted in WAC 173-226-200).	Valid until the expiration date, a maximum of 5 years. The permittee must reapply for coverage under this general permit at least one hundred and eighty (180) days prior to the specified expiration date of this general permit.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48 WAC 173-226	No	<u>Yes</u>
Coverage under the Sand & Gravel General Permit (Not for Portable Operations)	To control the discharge of pollutants from fixed site sand and gravel mining operations, and related facilities into state waters.	https://www.ecology.wa.gov/Regulations-Permits/Permits-certifications/Sand-Gravel-General-Permit	Annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit electronic form. Applicant must certify that it has met SEPA (new facilities) and public notice requirements.	Ecology may conduct an inspection prior to issuing coverage but typically does not.	60 days (per ORA website as noted in WAC 173-226-200).	Valid until the expiration date, a maximum of 5 years. The permittee must reapply for coverage under this general permit at least one hundred and eighty (180) days prior to the specified expiration date of this general permit.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.50 WAC 173-226	No	<u>Yes</u>
State Waste Discharge Permit to Discharge Industrial Wastewater to a Publicly-Owned Treatment Works (POTW)	To regulate the quantity and concentration of pollutants to Washington's municipal waters from non-domestic sources outside the service areas of municipalities delegated authority to implement this permit program under RCW 90.48.165.	https://fortress.wa.gov/ecy/publications/SummaryPages/ecy040177.html also contact ECY region at: https://ecology.wa.gov/Water-Shorelines/Water-quality/Water-quality-permits/Water-Quality-individual-permits#contacts	First time applicants pay an application fee. Application fees and annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit signed form (electronic or paper). Applicant must ensure Section J is signed by an official of the local sewer utility and treatment works. Note: Sometimes persons completing this application get stuck because they don't know if they discharge to a publicly owned treatment works (POTW) which has been delegated the authority to issue pretreatment permits. In such cases they may A) call the contact listed on the sewer bill, or B) complete the application up to Section J (near the end) where it asks for endorsement by the servicing POTW official. When POTWs receive a request to endorse an application, they will inform the applicant if they, rather than Ecology, are the Control Authority for pretreatment permits that serves their address. The information such delegated programs need to make permitting decisions is generally similar to what Ecology's form requires, but formats vary.	Ecology typically conducts an inspection prior to issuing individual permits. Ecology may request additional information if necessary including SEPA documents. Ecology must review and approve any associated engineering documents as required by chapter 173-240 WAC unless Ecology delegated the receiving municipality authority under RCW 90.48.110 to approve plans for industrial pretreatment systems.	60 days (per ORA website as noted in WAC 173-216-070).	Valid until the expiration date, a maximum of 5 years. Reapplication is due when specified in the permit, or for temporary permits, at least 60 days prior to when the term of a temporary permit would be five years per RCW 90.48.190.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48 WAC 173-216	No	<u>Yes</u>
State Wastewater Discharge Permit to Discharge Industrial Wastewater to Ground Water by Land Treatment or Application	To regulate the quantity and concentration of pollutants to Washington's ground waters.	https://www.ecology.wa.gov/Water-Shorelines/Water-quality/Wastewater/Discharge-standards-limits	First time applicants pay an application fee. Application fees and annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit signed form (electronic or paper). Applicant must certify that it has met SEPA (new facilities).	Ecology typically conducts an inspection prior to issuing individual permits. Ecology may request additional information if necessary. Ecology must review and approve any associated engineering documents as required by chapter 173-240 WAC.	60 days (per ORA website as noted in WAC 173-216-070).	Valid until expiration date, a maximum of 5 years.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48 WAC 173-216	No	<u>Yes</u>
Coverage under the National Pollutant Discharge Elimination System (NPDES) Upland Fin-Fish Hatching and Rearing General Permit	To control the discharge of pollutants from upland hatcheries into state waters.	https://www.ecology.wa.gov/Regulations-Permits/Permits-certifications/Upland-fin-fish-permit	Annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit signed form (electronic or paper). Applicant must certify that it has met SEPA (new facilities) and public notice requirements.	Ecology typically conducts an inspection prior to issuing individual coverage under general permits. Ecology may request additional information if necessary. Ecology must review and approve any associated engineering documents as required by chapter 173-240 WAC.	60 days (as noted in WAC 173-226-200).	Valid until expiration date, a maximum of 5 years.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48; WAC 173-221A; WAC 173-221	No	<u>Yes</u>
Individual National Pollutant Discharge Elimination System (NPDES) Permit	To provide coverage under an individual permit for the discharge of pollutants, wastes and other materials to state waters.	https://www.ecology.wa.gov/Water-Shorelines/Water-quality/Water-quality-permits/Water-Quality-individual-permits	First time applicants pay an application fee. Application fees and annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit signed form (electronic or paper). Applicant must certify that it has met SEPA (new facilities).	Ecology typically conducts an inspection prior to issuing individual permits. Ecology may request additional information if necessary. Ecology must review and approve any associated engineering documents as required by chapter 173-240 WAC.	180 days (as noted in WAC 173-220-040).	Valid until expiration date. As long as a facility submits a renewal application in a timely manner, the existing permit remains in effect until Ecology reissues permit.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48 WAC 173-220	No	<u>Yes</u>

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Coverage under the NPDES Water Treatment Plant General Permit	This permit authorizes discharges of treated filter backwash effluent to surface waters of the state.	https://www.ecology.wa.gov/Regulations-Permits/Permits-certifications/Water-treatment-plants	Annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit an online electronic application form. Applicant must certify that it has met SEPA (new facilities) and public notice requirements.	Ecology may conduct an inspection prior to issuing coverage but typically does not.	60 days (as noted in WAC 173-226-200).	Valid until the expiration date, a maximum of 5 years. The permittee must reapply for coverage under this general permit at least one hundred and eighty (180) days prior to the specified expiration date of this general permit. As long as a facility submits a renewal application in a timely manner, an expired permit remains in effect until Ecology reissues permit.	Up to \$10,000 per day (chapter 90.48 RCW).	RCW 90.48 WAC 173-226	No	<u>Yes</u>
Permit to Construct a Reservoir and to Store for Beneficial Use Waters of the State of Washington	To allow construction of a barrier across a stream, channel, or water course that will retain a portion of the runoff for a beneficial use.	https://fortress.wa.gov/ecy/publications/SummaryPages/ecy040160.html http://apps.oria.wa.gov/permithandbook/permidetail/13	A statutory \$50.00 examination fee must accompany all applications for a reservoir permit. This basic fee applies to applications involving the storage of up to 1,000 acre-feet of water. For larger impoundments, additional examination fees are required and will be requested.	The application, fee, and supporting engineering documentation should be sent to: The Department of Ecology Cashiering Unit PO Box 47611 Olympia WA 98504-7611	Yes. The purpose of the pre-application meeting is for us to learn more about your proposed project and to provide you with information about: Water availability; the status of pending applications; anticipated processing timelines; application requirements, fees, and information needs; water resources regulations specific to your location; alternatives; qualifications for priority processing; cost reimbursement options; ecology contacts, etc. You can bring any professional staff (e.g., engineers, hydrogeologists or attorneys) that you feel are necessary to address technical questions that we may have. If the impoundment is to be constructed in the stream channel, a Hydraulic Project Approval may be required by the Washington Department of Fish and Wildlife. If the impoundment is to be constructed off-stream and filled from a stream, then a permit for water diversion to fill the impoundment will be required. Ecology will contact you to schedule a pre-application meeting or phone call if you can't travel to a regional office. Our goal is to contact you within 48 hours. In most cases, a meeting will be held within 10 business days following the	Varies depending on project complexity (as noted on ORA website)	Reservoir Permits are issued for the life of the project, subject to extensions during the construction phase	A reservoir permit must be put to use within a timeframe specified by the permit's development schedule. Once the permit has been put to use, the state may issue a Reservoir Certificate. A Reservoir Certificate is a property right and will remain in good standing as long as use continues. A Water Right may lapse if there is a prolonged period of nonuse, (generally five years) unless there is good cause.	RCW 90.03 .370 WAC 508-12-260 and 270	No	<u>Yes</u>

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Change/Transfer of Water Right	To change the place of use, point of diversion or withdrawal, add additional points of diversions or withdrawals, or change the purpose of use of an existing water right. A change of an existing water right (purpose, place of use, point of diversion or withdrawal), regardless of business activity.	https://fortress.wa.gov/ecy/publications/summarypages/ecy040197.html http://apps.oria.wa.gov/permithandbook/permitdetail.asp?id=79	Minimum application fee of \$50. The fee to change, transfer or amend an existing water-right certificate, permit or claim will be assessed at the rate of 50 cents per one hundredth cts of water. The fees to change a storage-water right will be assessed at the rate of \$1 for each acre foot of water. The maximum fee for changing an existing water right or water-storage project is \$12,500.	The application, fee, and supporting documentation should be sent to: The Department of Ecology Cashiering Unit PO Box 47611 Olympia WA 98504-7611	<p>Yes - The purpose of the pre-application meeting is for us to learn more about your proposed project and to provide you with information about:</p> <p>Water availability; the status of pending applications; anticipated processing timelines; application requirements, fees, and information needs; water resources regulations specific to your location; alternatives; qualifications for priority processing; cost reimbursement options; ecology contacts, etc.</p> <p>You can bring any professional staff (e.g., engineers, hydrogeologists or attorneys) that you feel are necessary to address technical questions which Ecology staff may have. If the impoundment is to be constructed in the stream channel, a Hydraulic Project Approval may be required by the Washington Department of Fish and Wildlife. If the impoundment is to be constructed off-stream and filled from a stream, then a permit for water diversion to fill the impoundment will be required.</p> <p>Wait for Ecology to contact you to schedule a pre-application meeting or phone call if you can't travel to a regional office. Our goal is to contact you within 48 hours. In most cases, a meeting will be held within 10 business</p>	Varies depending on project complexity and order received (as noted in <u>WAC 173-152-030</u>).	Water Rights are property rights issued in perpetuity, subject to requirements of diligence and beneficial use	A water right permit must be put to use within a timeframe specified by the permit's development schedule. Once the permit has been put to use, the state may issue a Certificate of Water Right. A Water Right Certificate is a property right and will remain in good standing as long as use continues. A water right may lapse if there is a prolonged period of nonuse, (generally five years) unless there is good cause.	RCW 90.03 RCW 90.44 WAC 173-152	No	<u>Yes</u>
Dam Construction Permit	To regulate construction, modification, or repairing of any dam or controlling works for storage of 10 or more acre-feet of water, liquid waste, or mine tailings. A business constructing, modifying, or repairing any dam or controlling works for storage of 10 or more acre-feet of water, waste, or mine tailings.	https://fortress.wa.gov/ecy/publications/summarypages/ecy07038.html https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Dam-construction-modification-guidance	\$2,462 minimum or as cited in Table of Construction Permit Fees for New Projects or as adjusted for modifications in WAC 173-175-370	The application, fee, and supporting engineering documentation should be sent to: The Department of Ecology Cashiering Unit PO Box 47611 Olympia WA 98504-7611	Yes - In reviewing the various documents required in the construction permit process, the department shall respond in a timely manner to the owner or project engineer with written review comments, approval, or acceptance as appropriate. The agency targets are 30 day Ecology review of engineering documents and application; 30 day applicant time to respond to request for more information; 30 day Ecology time for final review. See WAC 173-175-270. A number of other permits and approvals are often required at the local, state, and federal levels for the construction of a dam. Contact the Office of Regulatory Assistance for more information (800) 917-0043 or help@ora.wa.gov .	90 days (as noted on the ORA website)	None - Modification permit required for structural improvements	Indefinite	RCW 90.03 WAC 173-175	No	<u>Yes</u>

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Water Right Permit (Permit to Withdraw or Divert Surface or Ground Water)	To legally authorize use of a defined quantity of public water for a designated purpose. Any commercial or industrial use in excess of 5,000 gallons per day groundwater, any quantity surface water	https://fortress.wa.gov/ecy/publications/SummaryPages/ECY040114.html https://ecology.wa.gov/Water-Shorelines/Water-supply/Water-rights	\$50 minimum; \$1/.01 cubic foot per second (cfs), and new water-storage projects are \$2/acre-foot of storage. The max fee to appropriate or store water is \$25,000.	The application, fee, and supporting documentation should be sent to: The Department of Ecology Cashiering Unit PO Box 47611 Olympia WA 98504-7611	Yes - The purpose of the pre-application meeting is for us to learn more about your proposed project and to provide you with information about: Water availability; the status of pending applications; anticipated processing timelines; application requirements, fees, and information needs; water resources regulations specific to your location; alternatives; qualifications for priority processing; cost reimbursement options; ecology contacts, etc. You can bring any professional staff (e.g., engineers, hydrogeologists or attorneys) that you feel are necessary to address technical questions which Ecology staff may have. If the impoundment is to be constructed in the stream channel, a Hydraulic Project Approval may be required by the Washington Department of Fish and Wildlife. If the impoundment is to be constructed off-stream and filled from a stream, then a permit for water diversion to fill the impoundment will be required. Wait for Ecology to contact you to schedule a pre-application meeting or phone call if you can't travel to a regional office. Our goal is to contact you within 48 hours. In most cases, a meeting will be held within 10 business	Varies depending on project complexity and order received (as noted in WAC 173-152-030).	Water Rights are property rights issued in perpetuity, subject to requirements of diligence and beneficial use.	A water right permit must be put to use within a timeframe specified by the permit's development schedule. Once the permit has been put to use, the state may issue a Certificate of Water Right. A Water Right Certificate is a property right and will remain in good standing as long as use continues. A water right may lapse if there is a prolonged period of nonuse, (generally five years) unless there is good cause.	"RCW 90.03 RCW 90.44 WAC 173-152"	No	<u>Yes</u>
Electronic Product Manufacturer's Administrative Fee	This fee covers Ecology's administrative costs related to implementing the electronic product recycling program. The fee is one of the requirements for electronics manufacturers to conduct business in Washington.	https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Electronics-Cycle-guidance-by-business-sector/Manufacturers	Fees are calculated annually on a sliding scale based on the number of units of covered electronic products sold in the state. For 2019 the fees range from \$0 - \$41,073.	N/A	N/A	N/A	Annually	N/A	RCW 70.95N WAC 173-900	No	No
Certification of Landfill Operators, Incinerator Operators, and Inspectors	To ensure that incineration and landfill facilities have an operator with a certificate of competency. A Responsible Operator in Charge must be on-site during all hours of operation. License also ensures that inspectors employed by a public agency are trained in the operation of landfills and incinerators.	Website for Inspectors: http://apps.oria.wa.gov/permithandbook/permitdetail.asp?id=54 Website for Operators: http://apps.oria.wa.gov/permithandbook/permitdetail.asp?id=55	Landfill operator and inspector exam and certification are provided. Fees are set by the Solid Waste Association of North America (SWANA). Incinerator operator certification application fee is \$50, certification and recertification fee \$200. Incinerator inspector certification application fee \$50, certification and recertification N/C. Textbook fee \$160.	For landfill operators and inspectors, the Solid Waste Association of North America (SWANA) provides required courses by private instructors through a Memorandum of Understanding (MOU) with Ecology. SWANA issues the certificate. Contact the Solid Waste Association of North America (SWANA) for landfill operator and inspector certification. Contact Ecology or download form for incinerator operator or inspector - complete and submit with applicable fees.	Landfill operators and inspectors must pass exam, high school diploma or GED, and have at least two years experience as a landfill manager/inspector and five years in municipal solid waste management (may be cumulative). Contact SWANA for specifics. Incinerator operator and inspectors must pass exam and submit recertification application.	Review and processing time determined by the Solid Waste Association of North America (SWANA) for landfill operator and inspector certifications. Ecology schedules exams for incinerator operators and inspectors upon request.	Certification must be renewed every three years.	There are no penalties for late renewal. Operating a landfill without a certified operator on site is a misdemeanor. Operating an incinerator without a certified operator on site is a gross misdemeanor.	RCW 70.95D WAC 173-300	No	<u>Yes</u>
Special Incinerator Ash Landfill Permit	Establishes operating requirements for special incinerator ash disposal facilities.	No specific form is required. Application must contain required information. Please see http://app.leg.wa.gov/WAC/default.aspx?cite=173-306	No fee.	Submit two copies of the permit application with Ecology.	No.	Ecology will approve, deny, or conditionally approve permit applications within 60 days.	Every five years.	No	RCW 70.138 WAC 173-306	No	No

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Coverage under the Zostera japonica Control on Commercial Clam Beds in Willapa Bay NPDES and State Waste Discharge General Permit	To cover the discharge of products used to control aquatic plants and algae in Washington waters. To allow treatment of nuisance emergent plants along roadsides and ditch banks.	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Aquatic-pesticide-permits/Zostera-japonica-eelgrass-management	Annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit online application form and send in signed paper copy. Applicant must certify that it has met public notice requirements.	Ecology may conduct an inspection prior to issuing coverage but typically does not.	Minimum of 45 days.	Valid until the expiration date, a maximum of 5 years. The permittee must reapply for coverage under this general permit at least one hundred and eighty (180) days prior to the specified expiration date of this general permit. An expired general permit and coverage under the permit continues in force and effect until Ecology issues a new general permit or until Ecology cancels it. Only those permittees that reapply for coverage are covered under the continued permit.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48 WAC 173-226 WAC 173-224 WAC 173-201A	No	<u>Yes</u>
Fire Training Permit	This permit enables agencies located within Urban Growth Areas (UGAs) or within city limits of cities with a population of 10,000 or more to apply to conduct burning for structural fire training.	https://fortress.wa.gov/ecy/publications/summarypages/ecy07079.html	No Fee	Submitted to Ecology mail, fax, electronic.	Asbestos survey required. site inspection and complaint response	Approximately 7 days (per application).	Valid for one year or less		RCW 70.94 WAC 173-425	No	<u>Yes</u>
Greenhouse Gas Reporting Program	Requires certain facilities and transportation fuel suppliers to report their greenhouse gas emissions annually to Ecology if exceeding the emissions threshold.	https://fortress.wa.gov/ecy/publications/SummaryPages/ECY070501.html	RY 2017 Paid in 2018: * Facilities: \$1,686/yr * Suppliers: \$0/yr	New reporters submit a registration form. They update the form as needed if the information changes.	Not for registration. Annual reports are verified by Ecology.	1-3 working days.	Registration is valid until they notify Ecology they are leaving the program. Updates are on an as needed basis. Reports are annual.	Registration does not require renewal. Standard WA Clean Air Act penalties for failure to report.	RCW 70.94.151, RCW 70.235.020, WAC 173-441	No	No
Coverage under the Vessel Deconstruction NPDES General Permit	To prevent the discharge of pollutants resulting from the deconstruction of vessels over water.	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Vessel-Deconstruction-General-Permit	First time applicants pay an application fee. Application fees and annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit signed paper form, Solid Waste Disposal Plan, Deconstruction Site Management Plan, and verification of Hazardous Materials Testing. Applicant must certify that it has met SEPA (new facilities) and public notice requirements.	Ecology typically conducts an inspection prior to issuing coverage. Additional submittals are required with the application.	60 days (as noted in WAC 173-226-200).	Valid until expiration date, a maximum of 5 years. New application documents are required for each vessel deconstructed.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48 WAC 173-226	No	No
Certified Erosion and Sediment Control Lead (CESCL)	To provide sediment and erosion control inspection continuity. CSWGP requires trained CESCL on sites 1-acre or more to conduct sediment and erosion control inspections.	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Certified-erosion-sediment-control	No fees; however, certification is only available from approved vendors and the CESCL must be renewed every 3 years.		Attend an Ecology approved 2-day CESCL course.	NA	Valid for 3 years. Renewal can be done by a 1-day refresher course.	Not eligible for renewal course, must take full course again.	None	No	No
Wastewater Operator Certification (WW)	To ensure operators have the knowledge and experience to operator a wastewater treatment plant.	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Wastewater-operator-certification	\$50 application fee, and \$30 annual renewal fee	Submit completed application and fee to Ecology's fiscal office.	Verification of education and experience may be checked for validity.	No average. Certification is issued when applicant passes the exam.	Yes. Every year by 12/31	No monetary penalty,. If operator does not renew certification after third notification, their certification is revoked.	RCW 70.95B WAC 173-230	No	<u>Yes</u>

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Certified Water Right Examiner	To conduct proof examinations (by non-Ecology staff) to support Ecology decision making on issuing water right certificates.	https://fortress.wa.gov/ecy/publications/SummaryPages/1211030.html https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Certified-water-right-examiner	\$200 initial certification fee plus \$300 to take the certification test. Should an applicant fail, they must pay \$300 each time to retake the test. Applicants must also show proof of financial responsibility through insurance, bond, etc. Annual renewal fee is \$100 and CWRE's must also meet continuing education requirements.	Submit your completed application and evidence of your qualifications to the CWRE Coordinator by mail, fax, or email to: Department of Ecology CWRE Coordinator, WR Program PO Box 47600 Olympia WA 98504-7600 FAX: (360) 407-7162 CWRE@ecy.wa.gov	Those with an approved CWRE Application on file with Ecology are invited to register to take the CWRE Examination at either of the following times and locations. There is a \$300 fee to take the CWRE Examination, which is offered at least twice each year. Registration and fee must be mailed at least two weeks before the chosen testing date. Applicants may retake the CWRE Examination if they fail, but must pay \$300 each time they take the exam. As required in RCW 90.03.665, the CWRE Examination covers the following subjects: Water law in Washington State. Measurement of the flow of water through open channels and enclosed pipes. Water use and water level reporting. Estimation of the capacity of reservoirs and ponds. Irrigation crop water requirements. Aerial photo interpretation. Legal descriptions of land parcels. Location of land and water infrastructure through the use of maps and global positioning. Proper construction and sealing of well bores. Other topics related to the preparation	Varies depending on applicant submittal of required information and applicant scheduling and passage of required exam.	Yes - Annual Renewal To maintain your certification, you must: Complete 8 hours of continuing education each year, Pay an annual recertification fee of \$100 (and any late fees, if necessary); Continue to meet at least one of the minimum qualifications to be a certified water right examiner; and Maintain the \$50,000 of financial assurance in the form of insurance or bond (unless you perform CWRE duties only for your own or employer's water rights).	A late fee of \$50 is added, if the recertification fee is paid within 30 days of the certification expiring, or \$100 for payment 31 to 90 days late.	RCW 90.03.665 WAC 173-165	No	No

Coverage under the Winery State Waste Discharge General Permit	To establish wastewater management practices for wineries to prevent pollution and protect Washington waters.	https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Winery-permit	Annual Discharge Permit Fees are identified in WAC 173-224 (amended every 2 years).	Submit an online electronic application form. Applicant must certify that it has met SEPA (new facilities) and public notice requirements.	Ecology may conduct an inspection prior to issuing coverage but typically does not.	Minimum of 45 days.	Valid until the expiration date, a maximum of 5 years. The permittee must reapply for coverage under this general permit at least one hundred and eighty (180) days prior to the specified expiration date of this general permit. An expired general permit and coverage under the permit continues in force and effect until Ecology issues a new general permit or until Ecology cancels it. Only those permittees that reapply for coverage are covered under the continued permit.	Up to \$10,000 per day (chapter 90.48 RCW) but Ecology typically uses enforcement discretion and waives the penalty.	RCW 90.48 WAC 173-226	No	No
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Gambling Commission

Agricultural Fairs License to Operate Bingo, Raffles, and/or Amusement Games (11)	To allow agricultural fairs to operate bingo, raffles, and/or amusement games and ensure compliance with regulations.	https://wsgc.wa.gov/sites/default/files/public/forms/apps/gc4pkt-015-ag-fairs-operate-bingo-raffle-am_gms-pkt%28np%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-bona-fide-charitablenonprofit-organizationother-businesses	The application process is outlined in our Gambling License Certification Program Brochure , which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Permit is good for the time of fair only.	This permit is not renewable. The permit is good for the time of the fair only.	RCW 9.46, 15.76 and 36.37 WAC 230 (examples: 230-03, 230-05, 230-06, 230-07, 230-10, 230-11, and 230-13)	No	https://www.wsgc.wa.gov/licensing/apply-license/agricultural-fair-operate-bingo-raffle-and-amusement-games-charitable
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What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Charitable/Nonprofit Organization - Fund-Raising Event (Standard, Limited or Joint) (09)	To allow charitable/nonprofit organizations to conduct a fund-raising event and ensure compliance with regulations.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-090-fre-pkt%28np%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-bona-fide-charitablenonprofit-organizationother-businesses	The application process is outlined in our Gambling License Certification Program Brochure , which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure , which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	License good for time of event only.	This license is not renewable. The license is good for only the time of the event.	RCW 9.46	No	https://wsgc.wa.gov/licensing/apply-license/apply-license-online?_ga=2.230089500.1682893284.1568678516-1192013102.1480621260
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-07, 230-09)		
Charitable/Nonprofit Organization - Bingo (01)	To allow charitable/nonprofit organizations to conduct bingo activities and ensure compliance with regulations. Awarding prizes on the basis of designated numbers or symbols on a card conforming to numbers or symbols selected at random in which cards are only sold at the time and place of said game.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-028c-bingo-pkt%28np%29_0.pdf	https://wsgc.wa.gov/licensing/fee-schedule-bona-fide-charitablenonprofit-organizationother-businesses	The application process is outlined in our Gambling License Certification Program Brochure , which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure , which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/bingo-games
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-07, 230-10)		
Charitable/Nonprofit Organization - Punchboards/Pull-Tabs (04)	To allow charitable/nonprofit organizations to conduct punchboard/pull-tabs activities and ensure compliance with regulations. Selling a board with a number of openings, a flare, or a folded tab that conceals winning numbers or symbols.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-028e-pbpt-pkt%28np%29_0.pdf	https://wsgc.wa.gov/licensing/fee-schedule-bona-fide-charitablenonprofit-organizationother-businesses	The application process is outlined in our Gambling License Certification Program Brochure , which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure , which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/punchboards-and-pull-tabs-charitable-and-non-profit
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-07, 230-14)		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Charitable/Nonprofit Organization - Raffles (02)	To allow charitable/nonprofit organizations to conduct raffle activities and ensure compliance with regulations. Selling of tickets bearing an individual number for which a prize or prizes are awarded on the basis of a drawing from the tickets.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-028f-raffle-pkt%28np%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-bona-fide-charitablenonprofit-organizationother-businesses	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://wsgc.wa.gov/licensing/apply-license/apply-license-online?_ga=2.230089500.1682893284.1568678516-1192013102.1480621260
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-07, 230-11)		
Charitable/Nonprofit Organization - Card Games (60, 67)	To allow charitable/nonprofit organizations to conduct social card game activities and ensure compliance with regulations. Nonhouse-banked - fee to play or limited card games.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-028b-card-games-pkt%28np%29_0.pdf	https://wsgc.wa.gov/licensing/fee-schedule-bona-fide-charitablenonprofit-organizationother-businesses	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/social-card-games
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-07, 230-15)		
Charitable/Nonprofit Organization - Amusement Games (03)	To allow charitable/nonprofit organizations to conduct amusement game activities and ensure compliance with regulations. Games played for entertainment.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-028a-amusement-games-pkt%28np%29_0.pdf	https://wsgc.wa.gov/licensing/fee-schedule-bona-fide-charitablenonprofit-organizationother-businesses	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/amusement-games
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-07, 230-13)		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Charitable/Nonprofit Organization - Combination (08)	To allow charitable/nonprofit organizations to conduct bingo, raffles, amusement games and allows general card games where no fee is charged.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-028g-combo%28bingo-raffle-amuse_gm-card_gm%29pkt%28np%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-bona-fide-charitablenonprofit-organizationother-businesses	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/combination-bingo-raffles-amusement-games-card-games-no-fee
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-07, 230-10, 230-11, 230-13 and 230-15)		
Charitable/Nonprofit Organization - Fund Raising Event Distributors (29)	To allow charitable/nonprofit organizations to rent or lease equipment for fund-raising events.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-028d-fre-distributor-pkt%28np%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-bona-fide-charitablenonprofit-organizationother-businesses	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/fundraising-event-equipment-distributor
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-07, 230-09)		
Commercial Business - Amusement Game (52 or 53)	To allow commercial owners of amusement games to operate and/or rent amusement games in authorized locations, as set forth in WAC and RCW.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-025c-amusement-games-pkt%28prof%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-commercial-stimulantprofit-seeking-organization	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/amusement-games-commercial-businesses
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-13)		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Commercial Business - Nonhouse-Banked Card Games (65, 65F)	To allow premises use for playing social, public or nonhouse-banked card games and ensure compliance with state regulations. Commercial Stimulant/Profit-Seeking Organization offering Non-House-Banked card games.	https://wsgc.wa.gov/sites/default/files/public/forms/apps/gc4pkt-025b-card-games-pkt%28prof%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-commercial-stimulantprofit-seeking-organization	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/public-card-room
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-15)		
Commercial Business - House-Banked Card Games (67)	To allow premises use for playing social, public or house-banked card games and ensure compliance with state regulations. Commercial Stimulant/Profit-Seeking Organization offering House or Non-House-Banked card games.	https://wsgc.wa.gov/sites/default/files/public/forms/apps/gc4pkt-025a3-card-games-pkt%28prof%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-commercial-stimulantprofit-seeking-organization	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/public-card-room
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-15)		
Commercial Business - Punchboard/Pull-Tab (05)	To allow businesses to offer punch boards and pull-tabs and ensure compliance with state regulations. Commercial Stimulant/Profit-Seeking Organization offering punch boards or pull tabs.	https://wsgc.wa.gov/sites/default/files/public/forms/apps/gc4pkt-025a3-pbpt-pkt%28prof%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-commercial-stimulantprofit-seeking-organization	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/punchboards-and-pull-tabs-commercial
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-14)		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Commercial Business - Distributor (21)	To allow for the distribution, renting or leasing of authorized gambling equipment for use in authorized gambling activities.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-025e1-distributor-pkt%28prof%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-commercial-stimulantprofit-seeking-organization	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/distributor-equipment-and-supplies
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-16)		
Commercial Business - Fund-Raising Event Distributor (28)	To allow commercial organizations to rent or lease equipment for fund-raising events.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-025e2-fre-equip-dist-pkt%28prof%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-commercial-stimulantprofit-seeking-organization	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/fundraising-event-equipment-distributor
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-16)		
Manufacturer of Gambling Equipment/Paraphernalia (20)	To allow for the manufacturing of gambling equipment and ensure compliance with state regulations. Manufacturers of gambling equipment/paraphernalia.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-025d-manufacturer-pkt%28prof%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-commercial-stimulantprofit-seeking-organization	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/manufacturer-equipment-and-supplies
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-16)		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Service Supplier (26)	To allow for services to be provided related to gambling and ensure compliance with state regulations. Consulting or advisory services regarding gambling, gambling management services, financing for gambling, etc.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-025f-service-supplier-pkt%28prof%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-commercial-stimulantprofit-seeking-organization	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/service-supplier-consulting-and-other-services
Manufacturer of Gambling Equipment/Paraphernalia Special Sales Permit (25)	A special sales permit may be issued when demand for a particular type of equipment, scheme, or paraphernalia is anticipated to be below the level of economic feasibility of obtaining a license. Commercial.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-234-manufacturer-spec-sales-permit-pkt%28prof%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-commercial-stimulantprofit-seeking-organization	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Permit is good for one year. It is not renewable. Must get a manufacturer's license to continue activity beyond permit year.	Permit is good for one year. It is not renewable. Must get a manufacturer's license to continue activity beyond permit year.	WAC 230 (examples: 230-03, 230-05, 230-06, 230-16)	No	https://www.wsgc.wa.gov/licensing/apply-license/special-sales-permits
Permit for Nonprofit Organizations to Conduct Bingo at Agricultural Fair (41)	To allow a non-profit organization to conduct Bingo at agricultural fairs only. Non-Profit Organization.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-010-ag-fair-permit-np-to-conduct-bingo-pkt%28np%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-bona-fide-charitablenonprofit-organizationother-businesses	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Permit is good for the time of fair only.	This permit is not renewable. The permit is good for the time of the fair only.	WAC 230 (examples: 230-03, 230-05, 230-06, 230-07, and 230-10)	No	https://www.wsgc.wa.gov/licensing/apply-license/agricultural-fair-%E2%80%93-charitable-nonprofit-organization-conduct-bingo
Permit for Persons to Operate Bingo Games Only During and Upon the Site of Bona Fide Agricultural Fairs (Commercial Business) (51)	To allow a commercial business to conduct Bingo at agricultural fairs only. Commercial.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-009-ag-fair-permit-prof-to-conduct-bingo-pkt%28prof%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-commercial-stimulantprofit-seeking-organization	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	One-time or annual permit	The permit is good for the time of the fair(s) only.	WAC 230 (examples: 230-03, 230-05, 230-06, 230-10)	No	https://www.wsgc.wa.gov/licensing/apply-license/agricultural-fair-%E2%80%93-commercial-business-conduct-bingo-agricultural-fairs
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-10)		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Punch Board / Pull-Tab Service Business Permit (27)	To control gambling equipment and records relating to the operation of gambling activities. Commercial organization that provides recordkeeping services for punch board and pull-tab operators for compensation.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-027-pbpt-service-business-pkt%28prof%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-commercial-stimulantprofit-seeking-organization	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/punchboard-and-pull-tab-service-business
Recreational Gaming Activity Permit (19) Commercial	To allow an organization to conduct a Recreational Gaming Activity (RGA). Commercial organization that is planning on conducting an RGA .	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-174-rga-pkt%28np%26prof%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-commercial-stimulantprofit-seeking-organization	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	14 days (as noted on the Agency Application)	No renewal	This permit is not renewable. The permit is good for event date and time only.	WAC 230 (examples: 230-03, 230-05, 230-06, 230-14)	No	https://wsgc.wa.gov/licensing/apply-license/apply-license-online?_ga=2.230089500.1682893284.1568678516-1192013102.1480621260
Recreational Gaming Activity Permit (19) Nonprofit	To allow an organization to conduct a Recreational Gaming Activity (RGA). Charitable/non-profit organization that is planning on conducting an RGA .	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-174-rga-pkt%28np%26prof%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-bona-fide-charitablenonprofit-organizationother-businesses	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	14 days (as noted on the Agency Application)	No renewal	This permit is not renewable. The permit is good for event date and time only.	WAC 230 (examples: 230-03, 230-05, 230-06)	No	https://wsgc.wa.gov/licensing/apply-license/apply-license-online?_ga=2.230089500.1682893284.1568678516-1192013102.1480621260
									WAC 230 (examples: 230-03, 230-05, 230-06, 230-07)		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Charitable/Nonprofit Organization Enhanced Raffles (30)	To allow charitable/nonprofit organizations whose primary purpose is serving individuals with intellectual disabilities to conduct enhanced raffles, a higher volume raffle, and ensure compliance with regulations.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-008-enhanced-raffle-pkt%28np%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-bona-fide-charitablenonprofit-organizationother-businesses	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/enhanced-raffles
Enhanced Raffle Call Center (31)	To allow an organization to provide unsolicited enhanced raffle sales assistance to the nonprofit organization licensed to conduct enhanced raffles.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-025a1-enhance-raffle-call-center-pkt%28prof%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-commercial-stimulantprofit-seeking-organization	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	WAC 230 (examples: 230-03, 230-05, 230-06, 230-07, 230-11) RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/enhanced-raffle-call-center
Linked Bingo Prize Provider (07)	To allow organizations to provide the means to licensed bingo operators in Washington the means to link bingo prizes and ensure compliance with state regulations.	https://wsgc.wa.gov/sites/default/files/public/forms/pps/gc4pkt-025a2-linked-bingo-prize-provider-pkt%28prof%29.pdf	https://wsgc.wa.gov/licensing/fee-schedule-commercial-stimulantprofit-seeking-organization	The application process is outlined in our Gambling License Certification Program Brochure, which is found on our website.	Inspections, background checks and other additional requirements regarding licensure are outlined in our Gambling License Certification Program Brochure, which is found on our website.	60 Days (as noted on our website in the Gambling License Certification Program Brochure)	Annually	A license is valid for one year or less. If your license expires before you have a new one, you must immediately stop all gambling activities. Your local Gambling Agent will be notified and visit you to ensure all gambling activities have stopped and / or all gambling equipment has been removed. (WAC 230-05-128.)	WAC 230 (examples: 230-03, 230-05, 230-06) RCW 9.46	No	https://www.wsgc.wa.gov/licensing/apply-license/linked-bingo-prize-provider
Horse Racing Commission									WAC 230 (examples: 230-03, 230-05, 230-06, 230-07, 230-10)		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Washington Horse Racing Commission (WHRC) Association License	To allow persons or entities to own and/or operate a horse racing facility where pari-mutuel wagering is conducted.	Please contact the Washington Horse Racing Commission at (360) 459-6462.	\$50,000 for initial application and \$200 per live race day yearly	Complete the application. Following review of the application and background checks, you must appear at a commission meeting for approval vote	Background checks are done on all officers and stakeholders listed on the application		The license is valid for one year, but can be extended each year by applying for race dates		RCW 67.16	No	In 2018 two racing associates were granted race dates to conduct pari-mutuel racing. All had been previously licensed. The most recent license was issued to Emerald Racing LLC in 2015. Processing time is approximately 5 months.
Washington Horse Racing Commission (WHRC) Commercial License	To allow persons and businesses in commercial operations to participate in pari-mutuel horse racing activities.	http://www.whrc.wa.gov/forms-and-reports.html	\$27 - \$127 plus \$10 fingerprint fee	An annual application must be completed, signed, and submitted with appropriate fees.	Fingerprints must be submitted by all new applicants and every five years thereafter	85% Immediately, 12% within seven days	Valid for each calendar year		WAC 260-13 RCW 67.16	No	The WHRC licenses all persons who participate directly in pari-mutuel horse racing (and have access to the restricted areas of the track). While the majority of licenses are issued to individuals, some of these individuals are involved in commercial activities at the track. For that reason they are considered "businesses" for the purpose of this effort. The only delay in issuing a license is when an applicant discloses a racing violation or criminal conviction
									WAC 260-36		

Labor and Industries

Contractor Registration	Allows contractor to advertise, offer to do work, submit a bid, engage in, conduct, or carry on the business of constructing, altering or repairing structures. Also required for consulting on construction projects, developing, improving, moving or demolishing real property, installing cabinets, removing trees, flipping homes, and other activities described in the WAC. Provides surety bond for customers.	http://www.lni.wa.gov/Trades/Licensing/Contractors/HowReg/#1	\$117.90 for a two-year period.	Complete packet that includes application, bond or assignment of savings account, insurance, and fee. Application must be notarized (can get notarized in L&I office). Packet must be sent by mail or hand carried to one of L&I's local offices.	No	Processing time assuming complete packet: Hand carried to L&I office -- same day; Mailed in -- 1-2 weeks.	Valid for two years	Reinstatement of a general or specialty contractor's license after suspension \$55.70.	RCW 18.27	No	
									WAC 296-200A		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Electrical Contractor License EC01, or Specialty License Including Residential EC02, Pump and Irrigation EC03, Domestic Pump EC03A, Signs EC04, Limited Energy EC06, HVAC/Refrigeration EC06A, HVAC/Refrigeration Restricted EC06B, Nonresidential Maintenance EC07, Nonresidential Lighting Maintenance and Lighting Retrofit EC07A, Residential Maintenance EC07B, Restricted Nonresidential Maintenance EC07C, Appliance Repair EC07D, Equipment Repair EC07E, Telecommunications 09, Doors, Gates, and Similar Systems EC10	Allows contractor to advertise, offer to do work, submit a bid, engage in, conduct, or carry on the business of installing or maintaining electrical conductors and equipment. Provides surety bond for customers. It is for businesses working as a contractor in the electrical construction trade.	Quick Cards Online System and over the counter. http://www.lni.wa.gov/TradesLicensing/Electrical/LicenseExamEd/LicenseCert/ElectricalContractor/default.asp	Initial application or renewal made in person, by mail, \$277.60. Renewal fully completed online \$240.10. For first time applicants and firms assigning or unassigning master electrician or administrator \$41.60.	Apply online and pay the fee for an electrical contractor license, or submit the following items together in a packet to L&I by mail or in person in one of L&I's local offices. 1) The Application for Electrical Contractor's License. 2) The Change Assignment of Administrator's/Master Certificate form designating an Administrator or Master Electrician. 3) An original, current surety bond to the state of Washington. OR assignment of savings account.	Each contractor's license requires a full-time Administrator or Master Electrician assigned to the firm. This person is responsible to assure that the electrical laws and rules of the state are followed.	Processing time once the application is received in Tumwater is 48 to 72 hours.	Valid for two years	Reinstatement of a general or specialty contractor's license after suspension \$55.70.	RCW 19.28 WAC 296-46B	No	The licensing system does not track initial application count. The number provided is the total number of licenses issued during the time period. Includes new, renewal, and reinstatements.
Telecommunications Contractor License	Allows businesses to work in the electrical construction trade. It is for businesses working in the electrical construction trade.	Quick Cards Online System and over the counter.	Initial application or renewal made in person, by mail, \$277.60. Renewal fully completed online \$240.10. For first time applicants and firms assigning or unassigning an administrator \$41.60. Certificate of insurance or assigned account as specified in RCW 19.28.501 and WAC 296-46B-925(6) or (7).	Apply online and pay the fee for an electrical contractor license, or submit the following items together in a packet to L&I by mail or in person in one of L&I's local offices. 1) The Application for Electrical Contractor's License. 2) The Change Assignment of Administrator's/Master Certificate form designating an Administrator or Master Electrician. 3) An original, current surety bond to the state of Washington. OR assignment of savings account.	Each contractor's license requires a full-time Telecommunications Administrator or assigned to the firm. This person is responsible to assure that the electrical laws and rules of the state are followed.	Processing time once the application is received in Tumwater is 48 to 72 hours.	Valid for two years	Reinstatement of a general or specialty contractor's license after suspension \$55.70.	RCW 19.28 WAC 296-46B	No	
		http://www.lni.wa.gov/TradesLicensing/Electrical/LicenseExamEd/LicenseCert/TelecommContractor/default.asp									
Elevator Contractor License	Allows business to employ licensed elevator mechanics to perform maintenance, alterations and new installations of specific types of elevators. It is for businesses that will employ licensed elevator mechanics.	http://www.lni.wa.gov/Forms/pdf/F621-069-000.pdf	Initial Application: \$193.60; Primary Point of Contact test fee (if applicable) 193.60; Timely Renewal: \$129.00; Late Renewal: \$258.30.	They can submit by mail, or at an L&I service location.	Check to make sure they have an Active Contractors license with our contractors division.	7 to 30 days depending on if testing is needed for Primary Point of Contact.	Valid for two years	The renewal fee is doubled, if not renewed by expiration date. If not renewed with payment and paperwork in next 90days past expiration, their license is unrennewable and will have to reapply.	RCW 19.28 WAC 296-96	No	
		http://www.lni.wa.gov/TradesLicensing/Elevators/Licensing/Contractor/default.asp									

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Amusement Ride or Structure Operating Permit & Safety Inspector Renewal	To authorize the operation of an amusement ride or structure. It is for businesses operating an amusement ride structure.	https://www.lni.wa.gov/forms/pdf/F500-010-000.pdf	\$10 per ride or structure & \$20 per safety inspector renewal	1) Request a safety inspection on your equipment by contacting a state-certified amusement ride safety inspector or a qualified inspector authorized through your insurance company. 2) Get a certificate of insurance in the amount of no less than \$1,000,000 per occurrence, listing the Department of Labor & Industries as the certification holder. 3) Apply to L&I for an operating permit by filling out the Application for Amusement Ride or Air-Supported Structure Operating Permit. Processing is usually within 5 working days of receiving a complete application. 4) Send the completed inspection forms, the certificate of insurance and the ride decal fee of \$10.00 per inflatable/amusement ride to L&I's Electrical program. 5) You will then be issued a decal which will be valid for 1 year. This decal must be displayed on your equipment, in clear view of the public, within sight of the operator's station.	Inspections of amusement rides/structures to be completed by 3rd party safety inspectors. Certificate of liability insurance must be on file with the department.	Allow 3 days for a response. Accuracy and completeness speed up the processing time.	Valid for one year	None	RCW 67.42	No	Regulation is an unfunded mandate (i.e. no allotment for staffing or expenses). All fees go to general fund.
									WAC 296-403A		
Boiler/Pressure Vessel Installation or Reinstallation Permit	To authorize the installation or reinstallation of any new or existing boiler/unfired or pressure vessel (except for those boilers listed in RCW 70.79.080).	http://www.lni.wa.gov/TradesLicensing/Electrical/AmuseRide/default.asp http://www.lni.wa.gov/FormPub/Detail.asp?DocID=1816	\$56.16 per object inspected	Submit at an L&I office, e-mail, mail, or fax.	Permit required for inspection, verification of contractor registration number.	Allow 24 to 48 business hours for a response. Accuracy and completeness speed up the processing time.	None. Permit required at each location for each boiler and/or pressure vessel installation/reinstallation. Per WAC 296-104-100, boilers must be inspected either annually or biennially (depending on type).	None.	RCW 70.79	No	
		http://www.lni.wa.gov/TradesLicensing/Boilers/PermitInspect/default.asp							WAC 296-104		
Rental Boiler Operating Permit	To allow a business to use a rental boiler at one location only. Applies to businesses operating a rental boiler at a single location.		\$56.16 per object inspected	Submit at an L&I office, e-mail, mail, or fax.	External Inspections required.	Allow 24 to 48 business hours for a response. Accuracy and completeness speed up the processing time.	None. Permit required at each rental location.	None.	RCW 70.79	No	
		http://www.lni.wa.gov/FormPub/Detail.asp?DocID=1821							WAC 296-104		
Electrical Work Permit	To allow residential, commercial and industrial electrical construction work. It applies to any business or contractor conducting electrical work - see comment.	Quick Cards Online System and over the counter.	Fees are available at: http://www.lni.wa.gov/TradesLicensing/Electrical/FeePermits/PermitInspect/Fees.asp	Contractors apply online using their SecureAccess Washington account or in person at any L&I service location. Non-contractor property owners can also apply online or in person. Both must complete an application and pay the correct fees.	Property owners must perform the work themselves or use their regularly employed employees and must state this on their application.	Processing time for L&I permits purchased: 1) online - immediately; 2) in person at a service location - immediately; 3) postal mail - same day as received	N/A	Electrical work permits are valid for one year. If electrical work is performed without a valid permit, installer may receive a citation.	RCW 19.28	No.	Non contractor businesses are required to obtain permits for the electrical work they do for their property. They use the 'Owner' permit form. All other requirements are the same.

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
		http://www.lni.wa.gov/TradesLicensing/Electrical/FeePermitInspection/PermitInspect/default.asp							WAC 296-46B		The permitting system does not track initial inspections or differentiate between types of permit purchasers, but an assumption can be made that if a permit is purchased, there would be one initial inspection. The number provided is the total inspections made during the time period for all permit purchasers. We anecdotally know that contractors purchase about 85% of all permits. Processing time is as follows: 1) online-immediately, 2) In person at a service location.
Alteration Application	Allows an elevator contractor to alter an existing installation/conveyance. It applies to any business utilizing one of the general conveyances listed under "Uses of Permit".	http://www.lni.wa.gov/FormPub/Detail.asp?DocID=2230	Fees are available at: http://www.lni.wa.gov/TradesLicensing/Elevators/PermitFees/AnnOp/General/default.asp	Submit fee, application, plans if needed at L&I service location or by mail.	Submitted application, and plans for work are reviewed by tech specialist after fees are collected, for approval or denial of permit.	Allow 30 business days for a response. Accuracy and completeness speed up the processing time.	Valid for one year	Must reapply for new permit, the installer could be subject to shutdown if not called for final inspection.	RCW 70.87	No	
		http://www.lni.wa.gov/tradeslicensing/elevators/permitfees/alt/default.asp							WAC 296-96		
Elevator Installation Permit	Allows an elevator contractor to install a new conveyance within a building.	http://www.lni.wa.gov/FormPub/Detail.asp?DocID=2230	Fees are available at: http://www.lni.wa.gov/TradesLicensing/Elevators/PermitFees/AnnOp/General/default.asp	Submit fee, application, plans if needed at L&I service location or by mail.	Submitted application, and plans for work are reviewed by tech specialist after fees are collected, for approval or denial of permit.	Allow 30 business days for a response. Accuracy and completeness speed up the processing time. Residential Incline Chair Lifts: Allow one week for a response.	Valid for one year	Must reapply for new permit, the installer could be subject to shutdown if not called for final inspection.	RCW 70.87	No	
									WAC 296-96		
Temporary Construction Hoist Permit	To allow contractors to use a temporary construction elevator on a construction job site. It applies to businesses using a construction elevator at a job site.	http://www.lni.wa.gov/forms/pdf/621001af.pdf	Fees are available at: http://www.lni.wa.gov/TradesLicensing/Elevators/PermitFees/AdSrv/default.asp	Submit fee, application, plans if needed at L&I service location or by mail.	Submitted application and work are reviewed by tech specialist after fees are collected, for approval or denial of permit.	Allow two weeks for a response. Accuracy and completeness speed up the processing time.	Valid for one year. After one year need to witness annual test due and will have to purchase another annual operating certificate	Subject to shut down after one year if annual test not witnessed.	RCW 70.87	No	
		http://www.lni.wa.gov/TradesLicensing/Elevators/ConResp/Temp/default.asp							WAC 296-96		
Temporary Elevator Operating Permit	To authorize the temporary use of an elevator for construction use. It applies to contractors operating an elevator during construction.	Must contact the department for an inspection to obtain the permit	\$103.10	Submit fee, application, plans if needed at L&I service location or by mail.	It would be already permitted through typical process of a new installation. They request it to be ran as a temporary and can be used for construction use only, and there is criteria that can be done and has to be done to run the temporary.	Allow two weeks for a response. Accuracy and completeness speed up the processing time.	Every 30 days - elevator inspector has to reinspect every 30 days to keep permit valid.	Will shut down elevator if inspector doesn't renew or was not contacted for reinspection.	RCW 70.87	No	The department doesn't track this information
									WAC 296-96		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
		http://www.lni.wa.gov/TradesLicensing/Elevators/ConResp/Temp/default.asp									
Minor Work Permit	To allow a business to employ minors. It applies to business employing people under 18 years of age.	Master Business License Application	No Fee	The employer must fill out the Business License Application (online or hard copy) and submit it through the Business License Service (DOR/BLS). Once DOR/BLS has reviewed the application, it is sent to L&I Employment Standards electronically to review and add the restriction codes to their application. It is then sent back to DOR/BLS who sends the actual business license, with the endorsement, to the employer.	The employer must keep a copy of the completed and signed Parent/School Authorization form and proof of each minor's age on file for inspection by L&I upon request.	Allow up to 10 business days for a response to online applications. Accuracy and completeness speed up the processing time.	Annually	No penalty for late renewal. Businesses simply do not receive the minor work permit if they do not renew.	RCW 49.12; RCW 28A.225	Yes.	
		http://bls.dor.wa.gov/minorworkpermit.aspx							WAC 296-125		
Factory Assembled Structures Alteration Permit-Commercial Coaches	To allow a business to perform alterations to Commercial Coaches.	https://www.lni.wa.gov/Forms/pdf/F623-037-000.pdf	Fees are available at: http://apps.leg.wa.gov/WAC/default.aspx?cite=296-150C-3000	Submit application at an L&I service location.	N/A	Same Day	Valid for one year	None	RCW 43.22	No	The permitting system does not track initial inspections or differentiate between types of permit purchasers, but an assumption can be made that if a permit is purchased, there would be one initial inspection.
									WAC 296-150C		
		http://www.lni.wa.gov/TradesLicensing/FAS/OtherMobileStructures/default.asp									
Factory Assembled Structures Alteration Permit-Factory Built Temporary Worker Housing Structures	To allow a business to perform alterations to Factory Built Temporary Working Housing Structures.	https://www.lni.wa.gov/Forms/pdf/F623-037-000.pdf	Fees are available at: http://apps.leg.wa.gov/WAC/default.aspx?cite=296-150T-3000	Submit application at an L&I service location.	N/A	Allow 1-2 days for a response to alteration applications for Manufactured/Mobile Homes. All other alteration applications, allow 2-3 weeks for a response. Accuracy and completeness speed up the processing time.	Valid for one year	None	RCW 43.22	No	The permitting system does not track initial inspections or differentiate between types of permit purchasers, but an assumption can be made that if a permit is purchased, there would be one initial inspection.
									WAC 296-150T		
		http://www.lni.wa.gov/TradesLicensing/FAS/OtherMobileStructures/default.asp									

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Factory Assembled Structures Alteration Permit-Manufactured /Mobile Homes	To allow a business to perform alterations to manufactured/mobile homes.	https://www.lni.wa.gov/Forms/pdf/F623-037-000.pdf	Fees are available at: http://app.leg.wa.gov/wac/default.aspx?cite=296-150M-3000	Submit application at an L&I service location.	N/A	Allow 1-2 days for a response to alteration applications for Manufactured/Mobile Homes. All other alteration applications, allow 2-3 weeks for a response. Accuracy and completeness speed up the processing time.	Valid for one year	None	RCW 43.22	No	The permitting system does not track initial inspections or differentiate between types of permit purchasers, but an assumption can be made that if a permit is purchased, there would be one initial inspection.
		http://www.lni.wa.gov/Tra desLicensing/FAS/FeePermi tlnsp/default.asp							WAC 296-150M		
Factory Assembled Structures Alteration Permit-Recreational Park Trailers	To allow a business to perform alterations to Recreational Park Trailers.	https://www.lni.wa.gov/Forms/pdf/F623-037-000.pdf	Fees are available at: http://app.leg.wa.gov/wac/default.aspx?cite=296-150p-3000	Submit application at an L&I service location.	N/A	Allow 1-2 days for a response to alteration applications for Manufactured/Mobile Homes. All other alteration applications, allow 2-3 weeks for a response. Accuracy and completeness speed up the processing time.	Valid for one year	None	RCW 43.22	No	The permitting system does not track initial inspections or differentiate between types of permit purchasers, but an assumption can be made that if a permit is purchased, there would be one initial inspection.
		http://www.lni.wa.gov/Tra desLicensing/FAS/OtherMo bileStructures/default.asp							WAC 296-150P		
Factory Assembled Structures Alteration Permit-Recreational Vehicles	To allow a business to perform alterations to Recreational Vehicles.	https://www.lni.wa.gov/Forms/pdf/F623-037-000.pdf	Fees are available at: http://apps.leg.wa.gov/wac/default.aspx?cite=296-150R-3000	Submit application at an L&I service location.	N/A	Allow 1-2 days for a response to alteration applications for Manufactured/Mobile Homes. All other alteration applications, allow 2-3 weeks for a response. Accuracy and completeness speed up the processing time.	Valid for one year	None	RCW 43.22	No	The permitting system does not track initial inspections or differentiate between types of permit purchasers, but an assumption can be made that if a permit is purchased, there would be one initial inspection.
		http://www.lni.wa.gov/Tra desLicensing/FAS/OtherMo bileStructures/default.asp							WAC 296-150R		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Factory Assembled Structures Alteration Permit-Vendor/Medical Units	To allow a business to perform alterations to Vendor/Medical Units.	https://www.lni.wa.gov/Forms/pdf/F623-037-000.pdf	Fees are available at: http://apps.leg.wa.gov/WAC/default.aspx?cite=296-150V-3000	Submit application at an L&I service location.	N/A	Allow 1-2 days for a response to alteration applications for Manufactured/Mobile Homes. All other alteration applications, allow 2-3 weeks for a response. Accuracy and completeness speed up the processing time.	Valid for one year	None	RCW 43.22	No	The permitting system does not track initial inspections or differentiate between types of permit purchasers, but an assumption can be made that if a permit is purchased, there would be one initial inspection.
		http://www.lni.wa.gov/Tra desLicensing/FAS/FoodTruc kTrailer/default.asp							WAC 296-150V		
Factory Assembled Structures Alteration Permit-Factory Built Structures	To allow a business to perform alterations to Factory Built (modular) Structures.	https://www.lni.wa.gov/Forms/pdf/F623-037-000.pdf	Fees are available at: http://apps.leg.wa.gov/WAC/default.aspx?cite=296-150F-3000	Submit application at an L&I service location.	N/A	Allow 1-2 days for a response to alteration applications for Manufactured/Mobile Homes. All other alteration applications, allow 2-3 weeks for a response. Accuracy and completeness speed up the processing time.	Valid for one year	None	RCW 43.22	No	The permitting system does not track initial inspections or differentiate between types of permit purchasers, but an assumption can be made that if a permit is purchased, there would be one initial inspection.
		http://www.lni.wa.gov/Tra desLicensing/FAS/OtherMo bileStructures/default.asp							WAC 296-150F		
Liquor and Cannabis Board											
Special Occasion License	To allow a bona fide not-for-profit society or organization to sell spirits, beer, and wine by the individual serving for on-premises consumption at a specified event.	https://lcb.wa.gov/publications/licensing/forms/LIQ-285-App-for-Special-Occasion-License-for-NP.docx	\$60 per day/per location	Mail application directly to WSLCB with \$60 fee.	Local authority approval is required.	45 days (as noted on the Agency application)	Good only for specified day and time (limited to 12 single-day events per calendar year)	N/A	RCW 66.24.380	No	Processing time 45 days
		https://lcb.wa.gov/publications/licensing/forms/LIQ-285-App-for-Special-Occasion-License-for-NP.docx							WAC 314-05 (entire chapter)		
											https://lcb.wa.gov/licensing/special-occasion-licenses
Nonprofit Arts Organization Liquor License	To allow a bona fide nonprofit organization, to sell beer, wine and spirits in conjunction with artistic or cultural exhibitions or performances. Applies to alcohol sold in dedicated lobby space before, intermission, or after performances.	https://lcb.wa.gov/licensing/licensing-forms-and-applications	\$250	Mail application directly to WSLCB with \$250 fee.	Final inspections are required, but no background checks on nonprofit members. Some required documents.	75 days on average.	Valid for one year. All Nonprofit Arts licenses expire June 30th of every year. LCB sends expirations notices in first two weeks of May.	None	RCW 66.24.495	No	Processing time is 60 to 90 days
									WAC 314-02-090		
Non-Retail Liquor and Interstate Common Carrier License	To allow businesses to manufacture, distill, wholesale, transport, import, or export alcoholic beverages in Washington State.	http://www.bls.dor.wa.gov/liq uor.aspx	http://www.bls.dor.wa.gov/liq uor.aspx	Non-Retail Liquor License Descriptions and Fees NOTE: This document does not specifically reference this license type (that I can find).	Apply online at BLS's website, or mail MBA and Nonretail Addendum to BLS.	Final inspections, background checks on all applicants, local authority approval, are required in addition to other required documents.	60-90 days (including interview, and notification period as noted on the Agency website)	Must renew annually	Fee with BLS.	Yes	Processing time is 60 to 90 days

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
		http://lcb.wa.gov/licensing/apply-liquor-license	http://lcb.wa.gov/licensing/apply-liquor-license								
Retail Liquor License	To authorize retailers to sell beer, wine, or spirits in Washington State for on and off premise consumption depending on license type.	http://www.bls.dor.wa.gov/liqur.aspx	Retail Liquor License Endorsement Descriptions and Fees	Apply online at BLS's website, or mail MBA and Retail Addendum to BLS.	Final inspections, background checks on all applicants, local authority approval, are required in addition to other required documents.	60-90 days (including interview, and notification period as noted on the Agency website)	Must renew annually	Fee with BLS.	RCW 66.24	Yes	No
		http://lcb.wa.gov/licensing/apply-liquor-license							WAC 314-02		
Farmers Market Certificate/Endorsement	To allow a Washington winery or brewery to sell bottled wine or beer at a qualified Washington State farmers market for off-premises consumption.	http://www.lcb.wa.gov/publications/LIQ127.pdf	No fee	Mail application directly to WSLCB.	Site plan, final inspection, lease or authorization to the real property and copy of vendor list is required.	50 days (as noted on the Agency website)	Valid for one year. All Farmers Markets authorizations expire June 30th of every year. LCB sends expirations notices in first two weeks of May.	No fee for renewing this authorization. The Market runs the risk of having to reapply though if they wait to long to renew.	RCW 66.24.244 (6)	No	There is no WAC for this authorization
		http://lcb.wa.gov/licensing/farmers-markets							RCW 66.24.170 (5) RCW 66.24.240 (5)		
Cigarette Retailer License	To allow cigarettes to be sold at retail.	http://www.bls.dor.wa.gov/cigaretteretailer.aspx	\$175 per location, \$19 Master Business Application fee, and \$5 Register business name as a trade name	Apply through BLS	Background checks are required.		Must renew annually	?	RCW 82.24	Yes	7-10 business days
									WAC 314-33		
Cigarette Vending Machine License	To allow owners of machines that dispense cigarettes to be sold at retail.	http://www.bls.dor.wa.gov/cigarettevendingmachine.aspx	\$30 per machine at each location;	Apply through BLS	Background checks are required.		Must renew annually	?	RCW 82.24	Yes	7-10 business days
			\$175 per location (Cigarette Retailer License);						WAC 314-33		
			\$19 Master Business Application fee								
			\$5 Register business name as a trade name								
Cigarette Wholesaler License	To allow the purchase, sell, and distribution of cigarettes to retailers in the State of Washington.	http://www.bls.dor.wa.gov/cigarettewholesaler.aspx	\$650 - main location; \$115 - each branch location; \$5 registering your business name as a trade name; \$15 processing fee	Apply through BLS	Background checks are required.		Must renew annually	?	RCW 82.24	Yes	7-10 business days
									WAC 314-33		
Tobacco Distributor License	To allow the purchase, sell, or distribution of tobacco products other than cigarettes to retailers for sale.	http://www.bls.dor.wa.gov/tobaccodistributor.aspx	\$650 Main Location	Apply through BLS	Background checks are required.		Must renew annually	?	RCW 82.26	Yes	7-10 business days
			See above for cigarette Retailer Fees						WAC 314-33		
			\$115 Each Branch Location								
Tobacco Products Retailer License	To allow the sell of tobacco products other than cigarettes at retail.	http://www.bls.dor.wa.gov/tobaccoretailer.aspx	\$175 per location	Apply through BLS	Background checks are required.		Must renew annually	?	RCW 82.26	Yes	7-10 business days
			\$15 Master Business Application fee						WAC 314-33		
			\$5 Register business								
Banquet Permit	To allow the service and consumption of retail priced liquor at a private, invitation-only banquet or gathering held in a public place or business. Applies to for-profit businesses, societies, organizations, and individuals. No sales of liquor.	http://www.lcb.wa.gov/licensing/banquet-permits	\$10 per day/per location	Application process is done online and emailed directly to applicant within minutes.	Not during application period, but enforcement may inspect event	Prefer two weeks (as noted on the Agency website) in case of issues, but permit is issued immediately via email to applicant	Only good for the specified day and time	N/A	RCW 66.20.010 (3)	No	No processing, time as permit is issued immediately. Banquet permits
		https://lcb.wa.gov/licensing/online-banquet-permit							WAC 314-18 (entire chapter)		
Class 1, 2 or 6 Alcohol Permit	To be able to purchase liquor for health care facilities, mechanical, manufacturing or scientific businesses, or drug stores. Applies to businesses purchasing liquor (including alcohol) by a physician, dentist, a person in charge of an institution or home care, a person engaged in a mechanical or manufacturing business, scientific institutions, accredited education institution or drug store to be sold as a prescription.	Class 1, 2 or 6 Alcohol Permit	\$5 or \$10 depending on amount needed.	Mail application directly to WSLCB with \$6 to \$11 fee.	N/A	8 days	All WSLCB permits expire June 30th of every year and they must renew annually. WSLCB sends renewal notices out the second week in May every year.	N/A	WAC 314-38-020 (1, 2, 6)	No	Processing time is within 7 to 14 days https://lcb.wa.gov/licensing/permits
		http://lcb.wa.gov/licensing/permits							RCW 66.20.010 (1, 2, 6)		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Class 10 Permit	To allow the donation and/or service of liquor without charge to an international trade fair, show, or exposition. Applies to a manufacturer, importer, or wholesaler of liquor in non-retail donation or liquor services.	http://lcb.wa.gov/publications/licensing/LIQ039-Application-for-Class-10-Permit.docx	Mail directly to WSLCB with \$30 fee.	Mail to directly to WSLCB with \$30 fee.	N/A	7 days	This is a one-time permit	N/A	RCW 66.20.010 (10)	No	Processing time is 7 to 14 days
Class 11 Permit/Bed and Breakfast	To allow a bed and breakfast lodging facility to donate or serve beer or wine without charge to overnight guests, for consumption on the premises.	http://lcb.wa.gov/licensing/permits http://lcb.wa.gov/publications/licensing/forms/LIQ-391-Class-11-Permit-Bed-Breakfast.doc	Mail directly to WSLCB with \$75 fee.	Mail to directly to WSLCB with \$75 fee.	Background checks are required as well as additional required documents.	30-45 days	All WSLCB permits expire June 30th of every year and they must renew annually. WSLCB sends renewal notices out the second week in May every year.	The permit holder runs the risk of having to reapply though if they wait to long to renew.	WAC 314-38-020 (10) RCW 66.20.010 (11)	No	Processing time is 45 to 60 days
Class 4 Permit/Serve Employee and Guest	To allow businesses to serve liquor, without charge, to employees or invited guests in specified locations for no more than 24 hours during any week. Applies to businesses that do not hold a liquor license that want to serve liquor without charge to employees or invited guests.	http://lcb.wa.gov/licensing/permits http://lcb.wa.gov/publications/licensing/forms/LIQ-651-Class-4-Permit.doc	Mail-directly to WSLCB with \$500 fee.	Mail application directly to WSLCB with \$500 fee.	Background checks are required as well as additional required documents.	30 to 45 days	All WSLCB permits expire June 30th of every year and they must renew annually. WSLCB sends renewal notices out the second week in May every year.	The permit holder runs the risk of having to reapply though if they wait to long to renew.	WAC 314-38-020 (11) RCW 66.20.010 (4)	No	Processing time is 45 to 60 days
Class 5 Permit	To allow the import of alcohol or other materials, in Washington State, to be used in the manufacture of liquor or other products. Applies to manufacturers that want to import alcohol, malt, and other materials containing alcohol to be used in the manufacture of liquor or other products.	http://lcb.wa.gov/licensing/permits http://lcb.wa.gov/publications/licensing/forms/LIQ-288-Application-for-Class-5-Permit.docx	Mail directly to WSLCB with \$10 fee.	Mail application directly to WSLCB with \$10 fee.	N/A	10-14 days	All WSLCB permits expire June 30th of every year and they must renew annually. WSLCB sends renewal notices out the second week in May every year.	The permit holder runs the risk of having to reapply though if they wait to long to renew.	WAC 314-38-020 (4) WAC 314-38-010 WAC 314.38.050 RCW 66.20.010 (5)	No	Processing time is 7 to 14 days
Class 8 Permit	To authorize businesses to donate and/or serve liquor without charge to delegates and guests at a convention of a trade association composed of licensees of the Board.	http://lcb.wa.gov/licensing/permits http://lcb.wa.gov/publications/licensing/forms/LIQ-338-Application-for-Class-8-Permit.docx http://lcb.wa.gov/licensing/permits	Mail directly to WSLCB with \$25 fee.	Mail to directly to WSLCB with \$25 fee.	N/A	14 DAYS	These are one-time permits	N/A	WAC 314-38-020 (5) RCW 66.20.010 (8)	No	Processing time is 7 to 14 days
Class 9 Permit	To authorize businesses to donate liquor for a reception, breakfast, lunch, or dinner for delegates and guests at a convention of a trade association composed of licensees of the Board. Applies to a manufacturer, importer, or wholesaler of liquor in a non-retail trade show alcohol service.	http://lcb.wa.gov/licensing/permits http://lcb.wa.gov/publications/licensing/forms/LIQ-1247-Class-9-Permit.docx	Mail te-directly to WSLCB with \$25 fee.	Mail application directly to WSLCB with \$25 fee.	N/A	8 days	These are one-time permits	N/A	WAC 314-38-020 (8) RCW 66.20.010 (9)	No	Processing time is 7 to 14 days
Raffle Liquor Permit	To allow a nonprofit organization to raffle liquor to its members at a specified date and place.	http://lcb.wa.gov/licensing/permits http://lcb.wa.gov/publications/licensing/forms/LIQ_084-Application_Form_for_Permit_to_Raffle_Liquor.docx	\$10-Single Event \$25-Annual permit	Mail application and fees directly to WSLCB with \$10 or \$25 fee	Verification of nonprofit status is required.	30 days (as noted on the Agency website), but normally 5 to 10 days	Single \$10 permit is only good for the specified day and time. The \$25 yearly permits are good for the year and our renewed yearly on June 30th. WSLCB sends out renewal notices second week in May.	The permit holder runs the risk of having to reapply though if they wait to long to renew.	WAC 314-38-020 (9) RCW 9.46.0315 WAC 314-38-040 (entire chapter)	No	Processing time is 7 to 14 days

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Class 15 Permit/For alcohol tasting by persons at least 18 years of age	For alcohol tasting by persons at least 18 years of age, who are enrolled as a student in a class that is part of a culinary, wine technology, beer technology, or spirituous technology related degree program at a community or technical college	http://lcb.wa.gov/licensing/permits https://lcb.wa.gov/publications/licensing/forms/LIQ-1016-Class-15-Permit.doc	Mail to directly to WSLCB/No fee.	Mail application directly to WSLCB.	N/A	5 days	All WSLCB permits expire June 30th of every year and they must renew annually. WSLCB sends renewal notices out the second week in May every year.	The permit holder runs the risk of having to reapply though if they wait to long to renew.	RCW 66.20.010(12) WAC 314-38-060	No	Processing time is 7 to 14 days
Class 16 Permit/Day Spas	Offers one complimentary 6 oz. glass of wine or 12 oz. beer to customers at least 21 years of age if the services they receive last one hour or more.	http://lcb.wa.gov/licensing/permits http://www.liq.wa.gov/publications/licensing/forms/LIQ-1243-Application-to-Class-16-Permit.doc	Mail to directly to WSLCB with \$125 fee.	Mail application directly to WSLCB with \$125 fee.	N/A	10-14 days	All WSLCB permits expire June 30th of every year and they must renew annually. WSLCB sends renewal notices out the second week in May every year.	The permit holder runs the risk of having to reapply though if they wait to long to renew.	RCW 66.20.400 WAC 314-38-070	No	Processing time is 7 to 14 days
Class 18 Permit/Special Permit for Wineries	Allows a licensed winery 12 private events off their licensed premises where they can offer tastings and sell unopened bottles for off premise consumption.	http://lcb.wa.gov/licensing/permits http://lcb.wa.gov/publications/licensing/forms/LIQ-1263-Application-for-special-permit-winery-or-distillery.doc	Mail to directly to WSLCB with \$10 fee.	Mail to directly to WSLCB with \$10 fee.	Validation of information submitted on application is required.	10 days	Single \$10 permit is only good for the specified day and time.	N/A	RCW 66.20.010 (14) WAC 314-38-080	No	Processing time is 10 days
Class 19 Permit/Special Permit for Distilleries & Craft Distilleries	Allows a licensed distillery 12 private events off their licensed premises where they can offer tastings and sell unopened bottles for off premise consumption.	http://lcb.wa.gov/licensing/permits http://lcb.wa.gov/publications/licensing/forms/LIQ-1263-Application-for-special-permit-winery-or-distillery.doc	Mail to directly to WSLCB with \$10 fee.	Mail to directly to WSLCB with \$10 fee.	Validation of information submitted on application is required.	10 days	Single \$11 permit is only good for the specified day and time.	N/A	RCW 66.20.010 (15) WAC 314-38-090	No	Processing time is 10 days
Cannabis Producer	A Cannabis producer license allows the licensee to produce, harvest, trim, dry, cure, and package Cannabis into lots for sale at wholesale to Cannabis processor licensees and to other Cannabis producer licensees.	Not currently available	\$250 application fee/\$1381.00 annually	Apply through BLS	Final inspections, background checks on all applicants, local authority approval, are required in addition to other required documents.	90 to 120 days	Must renew annually	Fee with BLS.	RCW 69.50 WAC 314-55-075	License is not available at this time.	When available processing time is 90 to 120 days
Cannabis Processor	A Cannabis processor license allows the licensee to process, dry, cure, package, and label usable Cannabis, Cannabis concentrates, and Cannabis-infused products for sale at wholesale to Cannabis processors and Cannabis retailers.	Not currently available	\$250 application fee/\$1381.00 annually	Apply through BLS	Final inspections, background checks on all applicants, local authority approval, are required in addition to other required documents.	90 to 120 days	Must renew annually	Fee with BLS.	RCW 69.50 WAC 314-55-077	License is not available at this time.	When available processing time is 90 to 120 days
Cannabis Retailer	A Cannabis retailer license allows the licensee to sell only usable Cannabis, Cannabis concentrates, Cannabis-infused products, and Cannabis paraphernalia at retail in retail outlets to persons twenty-one years of age and older.	Not currently available	\$250 application fee/\$1381.00 annually	Apply through BLS	Final inspections, background checks on all applicants, local authority approval, are required in addition to other required documents.	90 to 120 days	Must renew annually	Fee with BLS.	RCW 69.50 WAC 314-55-079	License is not available at this time.	When available processing time is 90 to 120 days
Cannabis Transporter	A transportation license allows the licensee to physically transport or deliver Cannabis, Cannabis concentrates, and Cannabis-infused products between licensed Cannabis businesses within Washington state.	http://bls.dor.wa.gov/marijuanalicense.aspx	\$250 application fee/\$1000.00	Apply through BLS	Final inspections, background checks on all applicants, local authority approval, are required in addition to other required documents.	90 to 120 days	Must renew annually	Fee with BLS.	RCW 69.50 WAC 314-55-310	Yes	Processing time is 60 to 90 days
Cannabis Researcher	A Cannabis research license is required for the licensee to produce, process, or possess Cannabis to conduct scientific research on Cannabis and Cannabis-derived products.	http://bls.dor.wa.gov/marijuanaresearch.aspx	\$250 application fee/\$1300.00	Apply through BLS	Final inspections, background checks on all applicants, local authority approval, are required in addition to other required documents.	90 to 120 days	Must renew annually	Fee with BLS.	RCW 69.50 WAC 314-55-070	Yes	Processing time is 60 to 90 days
Cannabis Cooperative	A cooperative may be formed by qualifying patients and/or designated providers to share responsibility for growing and processing Cannabis only for the medical use of the members of the cooperative.	http://lcb.wa.gov/publications/Marijuana/forms/Cooperative%20Registration%20Application.doc	No Charge	Mail application directly to WSLCB.	Final inspections, background checks on all applicants, local authority approval, are required in addition to other required documents.	60 to 90 days	N/A	N/A	RCW 69.50 WAC 314-55-410	No	Processing time is 60 to 90 days
Vapor product delivery	To allow delivery sales of vapor products.	http://bls.dor.wa.gov/vapor-delivery.aspx	\$250 per location (can't be domicile)	Apply through BLS	Background checks are required.		Must renew annually		RCW 70.345	Yes	

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Vapor product distributor	To allow the purchase, sell or distribution of vapor products to vapor product retailers.	http://bls.dor.wa.gov/vapordistributor.aspx	\$150 for initial location, \$100 for each other branch location	Apply through BLS	Background checks are required.		Must renew annually		RCW 70.345	Yes	
Vapor product retailer	To allow the sell of vapor products at retail.	http://bls.dor.wa.gov/vaporretailer.aspx	\$175 for each location	Apply through BLS	Background checks are required.		Must renew annually		RCW 70.345	Yes	
Class 20 Permit/Special Permit for Breweries	Allows a licensed brewery 12 private events off their licensed premises where they can offer tastings and sell unopened bottles for off premise consumption.	http://lcb.wa.gov/licensing/permits http://lcb.wa.gov/publications/licensing/forms/LIQ-1263-Application-for-special-permit-winery-or-distillery.doc	Mail to directly to WSLCB with \$10 fee.	Mail to directly to WSLCB with \$10 fee.	Validation of information submitted on application is required.	Validation of information submitted on application is required.	Single \$10 permit is only good for the specified day and time.	N/A	RCW 66.20.010	No	Processing time is 10 days
									WAC 314-38		
Application for nonprofits to hold private auctions to retailers	This permit allows a nonprofit organization to get authorization to sell wine through a private auction not open to the public. An accommodation sale permit allows an individual or business to sell a private collection of wine or spirits to another individual or business. A permit may be issued by the Washington State Liquor and Cannabis Board (WSLCB) to allow the sale of a private collection to a licensee, but may not be issued to a licensee to sell to a private individual or business. Both the seller and buyer must be located in Washington State.	http://lcb.wa.gov/licensing/permits http://lcb.wa.gov/sites/default/files/publications/licensing/forms/LIQ-1300-Wine-Auction-Permit.docx	Mail to directly to WSLCB with \$25 fee per manufacturer.	Mail to directly to WSLCB with \$25 fee per manufacturer.	Validation of information submitted on application is required.	Validation of information submitted on application is required.	These are one-time permits	N/A	RCW 66.20.010 WAC 314-38 (will be)	No	Processing time is 7 to 14 days
Accommodation Sale Permit		http://lcb.wa.gov/licensing/permits http://lcb.wa.gov/sites/default/files/publications/licensing/forms/LIQ-1300-Wine-Auction-Permit.docx	Mail to directly to WSLCB with \$25 fee.	Mail to directly to WSLCB with \$25 fee.	Validation of information submitted on application is required.	Validation of information submitted on application is required.	These are one-time permits	N/A	RCW 66.20.010 WAC 314-38-100	No	Processing time is 7 to 14 days

Office of the Insurance Commissioner

Insurer Certification for Rental Car Agent	To allow a rental car agent to provide insured services in the State of Washington. License applies to rental car insurance producers in the state.	https://www.insurance.wa.gov/rental-car-agent-business-entity-non-resident	\$130-\$375, + \$35 each addnl location	Submit a paper application	Residents must submit articles of Incorporation, insurer certification, list of employees/supervisor, employee training outline	Usually 1-7 days, depending upon the completeness of the application	Yes, every two years	1-30 days=50%, 31-60 days=100%	RCW 48.115	No	
Certificate of Exemption to Issue Charitable Gift Annuities	To permit an organization to issue charitable gift annuities. License required for any insurer or educational, religious, charitable, or scientific institution conducting a charitable gift annuity business.	https://www.insurance.wa.gov/charitable-gift-annuity	\$25	Submit a paper or online application	Yes. See https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities	Yes, annually	Fine or revocation of certificate of exemption	WAC 284-17b RCW 48.38.010	No	
Reinsurance Intermediary License	To allow reinsurance intermediary services to be provided in the State of Washington. License applies to a reinsurance intermediary broker or manager.	https://www.insurance.wa.gov/reinsurance-intermediary-application-instructions	\$50 for a Broker; \$100 for a Manager	Submit a paper or online application	Yes. See https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities	Yes, annually	Fine or revocation of license	RCW 48.94	No	
									WAC 284-13		
Service Contract Provider Registration	To be able to conduct a service contract business in the State of Washington.	http://www.insurance.wa.gov/for-insurers/company-applications/service-contract-provider/	\$250	Submit a paper or online application	Yes. See https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities	Yes, annually	Fine or revocation of registration	RCW 48.110	No	
Home Heating Fuel Service Contract Provider Registration	To authorize the repair, replacement or maintenance of a customer-owned home heating fuel supply system.	https://www.insurance.wa.gov/home-heating-fuel-notice	\$100	Submit a paper or online application	Yes. See https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities	Yes, annually	Fine or revocation of registration	RCW 48.111	No	
Protection Product Guarantee Provider Registration	To authorize the work as a protection product guarantee provider in the State of Washington.	https://www.insurance.wa.gov/protection-product-guarantee-provider	\$250	Submit a paper or online application	Yes. See https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities	Yes, annually	Fine or revocation of registration	RCW 48.110	No	
Life Settlement Provider License	To authorize the work as a Life Settlement Provider in the State of Washington.	https://www.insurance.wa.gov/life-settlement-provider-application-packet	\$250	Submit a paper or online application	Yes. See https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities	Yes, annually	Fine or revocation of license	RCW 48.102	No	
									WAC 284-97		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Discount Plan Organization License	To allow the operation of a Discount Plan Organization in the State of Washington. A company that in exchange for fees, dues, charges, or other consideration, provides or purports to provide access to discounts to its members on charges by providers for health care services.	https://www.insurance.wa.gov/discount-plan-organization-0	\$250	Submit a paper application	Yes. See https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities. Must be issued or denied within 90 days after application is deemed complete.	Yes, annually	Fine or revocation of license	RCW 48.155	No	
									WAC 284-155		
Producer - Full Line Insurance License	To authorize the work of a Full Line Insurance Producer in the State of Washington. Applies to businesses operating as a Full Line Insurance Producer.	Apply through online licensing services of the Office of the Insurance Commissioner	\$5 - filing fee; \$55 for each location	Online applications only	Each BE is required to have at least 1 licensed producer (can be submitted at same time); residents SOS inc articles	Depends upon the completeness of the app, usually 1-7 days	Yes, every two years	1-30 days=50%, 31-60 days=100%, 61+ days=200%	RCW 48.17	No	
		https://fortress.wa.gov/oic/online/services/Login.aspx?module=LSE							WAC 284-17		
Producer - Limited Line Insurance License	To authorize the work of a Limited Line Insurance Producer in the State of Washington. Applies to businesses operating as a Limited Line Insurance Producer.	Apply through online licensing services of the Office of the Insurance Commissioner	\$5 - filing fee; \$20 for each location	Online applications only	Each BE is required to have at least 1 licensed producer (can be submitted at same time); residents SOS inc articles	Depends upon the completeness of the app, usually 1-7 days	Yes, every two years	1-30 days=50%, 31-60 days=100%, 61+ days=200%	RCW 48.17	No	
		https://fortress.wa.gov/oic/online/services/Login.aspx?module=LSE							WAC 284-17		
Public Insurance Adjuster License	To authorize the work as a Public Insurance Adjuster in the State of Washington. Applies to Public Insurance Adjuster businesses providing service in the State.	Apply through online licensing services of the Office of the Insurance Commissioner	\$5 - filing fee; \$50 for each location	Online applications only	Residents must provide passing exam score	Depends upon the completeness of the app, usually 1-7 days	Yes, every two years	1-30 days=50%, 31-60 days=100%, 61+ days=200%	RCW 48.17	No	
		https://fortress.wa.gov/oic/online/services/Login.aspx?module=LSE							WAC 284-17		
Independent Insurance Adjuster License	To authorize the work as an Independent Insurance Adjuster in the State of Washington. Applies to independent Insurance Adjuster businesses providing service in the State.	Apply through online licensing services of the Office of the Insurance Commissioner	\$5 - filing fee; \$50 for each location	Online applications only	Residents must provide passing exam score	Depends upon the completeness of the app, usually 1-7 days	Yes, every two years	1-30 days=50%, 31-60 days=100%, 61+ days=200%	RCW 48.17	No	
		https://fortress.wa.gov/oic/online/services/Login.aspx?module=LSE							WAC 284-17		
Surplus Line Insurance Broker License	To allow a Surplus Insurance Broker to provide services in the State of Washington. Applies to Surplus Line Insurance Broker businesses providing service in the State.	Apply through online licensing services of the Office of the Insurance Commissioner	\$5 - filing fee; \$200 for each location	Online applications only	Residents must provide passing exam score	Depends upon the completeness of the app, usually 1-7 days	Yes, every two years	1-30 days=50%, 31-60 days=100%, 61+ days=200%	RCW 48.15	No	
		https://fortress.wa.gov/oic/online/services/Login.aspx?module=LSE							WAC 284-15		
Life Insurance Settlement Broker License	To authorize the work of a Life Insurance Settlement Broker in the State of Washington. Applies to Life Insurance Settlement Brokers providing service in the State.	Apply through online licensing services of the Office of the Insurance Commissioner	\$5 - filing fee; \$100 for each location	Online applications only	Must hold underlying producer license with Life line of authority	Depends upon the completeness of the app, usually 1-7 days	Yes, every two years	1-30 days=50%, 31-60 days=100%, 61+ days=200%	RCW 48.17	No	
		https://fortress.wa.gov/oic/online/services/Login.aspx?module=LSE							WAC 284-17		
Registration to Offer GAP Waivers	To register companies offering non-insurance GAP waivers in auto financing contracts. Applies to non-exempt companies participating in the financing of an automobile and offering debt-forgiveness of the excess over insurance reimbursement when a car is totaled.	https://www.insurance.wa.gov/gap-waiver	\$250	Online application only	No	Depends upon the completeness of the application and the absence of irregularities.	No	N/A	RCW 48.160	No	
									WAC 284-160		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Certificate of Authority	To authorize an insurer to transact insurance in the State of Washington.	https://www.insurance.wa.gov/about-company-admissions	\$400	Submit a paper or online application	Yes. https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities, usually 60 to 90 days.	Yes, annually	Fine or revocation of certificate of authority	RCW 48.14.010	No	
Certificate of Registration	To operate a trustee alien reinsurer to operate in the State of Washington.	https://www.insurance.wa.gov/certified-accredited-and-alien-reinsurer-applications	\$25	Submit a paper application	Yes. See https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities. Must be issued or denied within 90 days after application is deemed complete.	No, however annual report requirement	Suspend or revoke the certificate of registration	RCW 48.12.475	No	
Certificate of Registration	To operate certified and accredited reinsurers to operate in the State of Washington	https://www.insurance.wa.gov/certified-accredited-and-alien-reinsurer-applications	\$25	Submit a paper application	Yes. See https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities. Must be issued or denied within 90 days after application is deemed complete.	Yes, annually	Suspend or revoke the certificate of registration	RCW 48.12 WAC 284-13	No	
Certificate of Registration	To operate a health carrier as a Health Care Service Contractor in the State of Washington.	https://www.insurance.wa.gov/health-carrier-admissions	\$10	Submit a paper or online application	Yes. See https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities, usually 60 to 90 days.	Yes, annually	Fine or revocation of registration	RCW 48.44.040	No	
Certificate of Registration	To operate a health carrier as a Health Maintenance Organization in the State of Washington.	https://www.insurance.wa.gov/health-carrier-admissions	\$100	Submit a paper or online application	Yes. See https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities. Must be issued or denied within 90 days after application is deemed complete.	Yes, annually	Fine or revocation of registration	RCW 48.46.140	No	
Letter of Registration	To operate as a risk retention group in the State of Washington.	http://naic.org/store_publications/naic.htm#risk_retention	No fee	Submit a paper application	Yes. See https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities	No	N/A	RCW 48.92	No	
Letter of Registration	To operate as a risk purchasing group in the State of Washington.	https://www.insurance.wa.gov/risk-purchasing-group	No fee	Submit a paper application	Yes. See https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities	No	N/A	WAC 284-92 RCW 48.92	No	
License	To operate as a fraternal benefit society in the State of Washington.	https://www.insurance.wa.gov/applying-admission	\$25	Submit a paper application or online applications	Yes. See https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities	Yes, annually	N/A	WAC 284-92 RCW 48.36A.270	No	
Certificate of Registration	To operate an independent review organization in the State of Washington.	https://www.insurance.wa.gov/independent-review-process	No fee	Submit a paper or online application	Yes. See https://www.insurance.wa.gov/for-insurers/	Depends upon the completeness of the application and the absence of irregularities	No, however annual recertification requirement	N/A	RCW 48.43, WAC 284-43A	No	
Certificate of Registration	To operate a pharmacy benefit manager in the State of Washington.	https://www.insurance.wa.gov/registering-pharmacy-benefit-manager-pbm	\$200	Online applications only	No	Depends upon the completeness of the application and the absence of irregularities	Yes, annually	N/A	WAC 284-180-210	No	
License	To operate a rating bureau organization in the State of Washington.	https://www.insurance.wa.gov/applying-admission	\$25; \$250 for title rating org.	Submit a paper application	No	Depends upon the completeness of the application and the absence of irregularities	Yes, once every three years	N/A	RCW 48.19.180; WAC 284-29B-020	No	

Washington State Patrol

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Cigarette Ignition Propensity Fire Safe Cigarette Certificate	To certify that a cigarette variety has been tested and meets the fire safety standard as having reduced ignition propensity. Applies to cigarette manufacturers selling cigarette brands in Washington State.	http://www.wsp.wa.gov/wp-content/uploads/2018/10/Washington-State-Fire-Safe-Cigarette-Certification-Application.xls http://www.wsp.wa.gov/fire-safe-cigarettes/	Each cigarette style being certified - \$250 (3 year certification)	Application submitted with fees on forms provided by the SFMO.	No.	Three days	Valid for three years	Selling unregistered cigarettes to a retailer - civil penalty not to exceed ten thousand dollars per each sale of the cigarette.	RCW 19.305	No	This is a certification of a product, indicating it meets a specific standard, and is not a license of a business. It is intended to ensure the product meets the fire safety compliant standard.
Fire Sprinkler Contractor License	To allow companies to design, install, test, inspect and maintain fire protection sprinkler systems in Washington State.	http://www.wsp.wa.gov/fire-sprinklers/	One Time Fees License - \$100	Must be a registered contractor with the Department of Labor and Industries. Application submitted with fees on forms provided by the SFMO. In order for a contractor to obtain a license, they must employ a certificate of competency holder at the level of licensure sought. If the employee has not been issued a certificate of competency but meets the qualifications, the application for the certificate holder needs to be submitted at the same time.	Check contractor license status with L&I. For the Level U and Level 1 contractors, the certificate holder is required to have passed a test administered by the SFMO. Until the applicant can pass the test, the contractor cannot be licensed.	5-30 days	The license is valid for one calendar year and must be renewed prior to January 1 of year to be licensed.	No penalty. Can't perform fire sprinkler work.	RCW 18.160 and 18.270 WAC 212-80	No	Renewal applications can be submitted on line or via fax. Fees are invoiced once the qualifications are met and a license can be issued.
		http://www.wsp.wa.gov/wp-content/uploads/2018/03/appl_contractoric_level1_420258-1.pdf	Certificate Holder - \$50								
		http://www.wsp.wa.gov/wp-content/uploads/2017/11/appl_contractoric_level2_420261.pdf	Annual License:								
		http://www.wsp.wa.gov/wp-content/uploads/2017/11/appl_contractoric_level3_420262.pdf http://www.wsp.wa.gov/wp-content/uploads/2017/11/appl_contractorlicspecu_420266.pdf	Level 1 - \$100 Level 2 - \$300								
		http://www.wsp.wa.gov/wp-content/uploads/2018/04/Level-IT-Contractor-Licensing-Application.pdf http://www.wsp.wa.gov/wp-content/uploads/2017/11/appl_certcompetency_level1_20420025.pdf http://www.wsp.wa.gov/wp-content/uploads/2017/11/appl_certcompetency_level2_20420259.pdf http://www.wsp.wa.gov/wp-content/uploads/2017/11/appl_certcompetency_level3_20420260.pdf	Level 3 - \$1,500 Level U - \$1,500 Level I&T - \$1,000								

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Retail Fireworks Stand License	To allow a retailer to purchase consumer fireworks, legal in the State of Washington, for retail sale.	http://www.wsp.wa.gov/wp-content/uploads/2017/11/applicertcompetency_speclevelu_20420265.pdf http://www.wsp.wa.gov/wp-content/uploads/2017/11/applicertcompetency_speclevel_itt_20420263.pdf http://www.wsp.wa.gov/wp-content/uploads/2017/11/app_retail_fireworks_lic.pdf	Annual Certificate: Certificate Holders - \$50 Fireworks Stand License - \$40	Applications submitted with fee on forms provided by the SFMO.	Must purchase fireworks from a Washington licensed fireworks wholesaler.	RCW requires these to be completed within 15 days	The license is valid for one year from the date of issue and expires on January 31st of the subsequent year. Application period from January 1 to May 1 for annual sales commencing on June 28 and on December 27, or no later than November 1 for sales commencing only on December 27.	No penalty, but unable to sell fireworks the next fireworks season if they do not meet the licensing timeline - we are unable by law to accept late applications.	RCW 70.77 WAC 212-17	No	Does not apply to fireworks stands on tribal lands.
State Fireworks General Public Display License	To allow a public display of fireworks in Washington State.	http://www.wsp.wa.gov/fireworks/ http://www.wsp.wa.gov/wp-content/uploads/2017/11/displayapp.pdf	General Display License - \$50	Applications submitted with fee on forms provided by the SFMO.	Applicants for pyrotechnic operator license are required to have assisted on at least six fireworks displays - must provide documentation of the six fireworks displays they participated in with that information being verified by the SFMO.	Five to ten days.	The license is valid for one year from date of issue and expires on January 31st of the subsequent year.	No penalty for late renewal. Cannot conduct public display without a license - subject to fine if conducting without a license.	RCW 70.77	No	
		http://www.wsp.wa.gov/wp-content/uploads/2019/09/420016_Application_for_a_Pyrotechnic_Operator_License_9-19.pdf http://www.wsp.wa.gov/fireworks/	Pyrotechnic Operator License - \$10						WAC 212-17		
State Fireworks Importer, Manufacturer, and/or Wholesaler License	To allow the sale of fireworks at wholesale, bring fireworks into the State of Washington or manufacture fireworks. Applies to firework Wholesalers, Importers and/or Manufacturers.	http://www.wsp.wa.gov/wp-content/uploads/2017/11/firelic.pdf http://www.wsp.wa.gov/fireworks/	Importer - \$1,000 Wholesaler - \$2,000 Manufacturer - \$2,000	Applications submitted with fee on forms provided by the SFMO.	Applicants must provide evidence that storage of fireworks in Washington is permitted by the local jurisdiction. If not, they can obtain a license, but cannot store fireworks in state. If selling 1.3g fireworks, must provide a copy of the ATF and L&I permits for magazine storage.	RCW requires these to be completed within 90 days from February 1st.	The license is valid for one year from date of issue and expires on January 31st of the subsequent year. Application period from January 1 to January 31 of the current year. The Director shall grant or deny the license within ninety days of receipt of the application.	We are prohibited by law to accept applications submitted after January 31st. After this date the company will not be able to sell, import or manufacture fireworks in the state for that calendar year.	RCW 70.77 WAC 212-17	No	
Utilities and Transportation Commission											
Registration and Competitive Classifications of Telecommunications Companies	Allows telecommunication companies that provide telecommunication services for hire, sale or resale to offer and sell services in Washington state.	http://www.utc.wa.gov/regularedindustries/utilities/telcom/Pages/register.aspx	None	Submit the completed application. Commission staff will review adequacy of application.	No	If Staff does not have any questions, the certificate will be issued on the 30th day.	No	NA	RCW 80.36	No	The Competitive Local Exchange Carriers (CLECs) need to have this registration to enter into interconnection agreements with Incumbent Local Exchange Carriers (ILECs).
									WAC 480-120 and 121		

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Auto Transportation Company Certificate	Allows auto transportation companies to transport passengers as scheduled service for compensation over any public highway in the state of Washington on an intrastate basis. "Auto Transportation Company" is defined as any corporation or person owning, controlling, operating or managing any motor propelled vehicle used in the business of transporting persons for compensation over public highways on an intrastate basis.	http://www.utc.wa.gov/regulation/industries/transportation/autoTransportation/Pages/default.aspx	\$200 Application or Transfer of Authority fee; \$150 Temporary Authority or Extension fee; \$35 Name Change or Mortgage fee	Submit the completed application. Commission staff will review adequacy of application.	A safety evaluation is required and must maintain appropriate insurance.	If the application is complete, it takes an average of 39 days; otherwise, an average of 68 days. This includes a mandatory 30-day protest period. If protested, it can take several months.	No	NA	RCW 81.68	No	
Solid Waste Collection Company Certificate	Authorizes the operation of solid waste collection in Washington state. Solid waste carriers are defined as carriers who are in the specialized business of solid waste for collection and/or disposal for compensation on an intrastate basis.	http://www.utc.wa.gov/regulation/industries/transportation/solidWaste/Pages/default.aspx	\$200 Application or Transfer of Authority fee	Submit the completed application. Commission staff will review adequacy of application.	Must maintain appropriate insurance.	If the application is complete, it takes an average of 31 days; otherwise an average of 55 days. This includes a mandatory 30-day protest period. If protested, it can take several months.	No	NA	RCW 81.77	No	
Commercial Ferry Certificate	To allow commercial ferry vessels to transport freight and/or passengers over the waters of Washington state. "Commercial ferry" means every businesses owning, controlling, leasing, operating, or managing any vessel over and upon waters in the state of Washington.	http://www.utc.wa.gov/regulation/industries/transportation/commercialFerries/Pages/default.aspx	\$200 Application, Extension, Transfer, or Temporary fee	Submit the completed application. Commission staff will review adequacy of application.	Must maintain appropriate insurance.	If the application is complete, it takes a minimum of 31 days; otherwise an average of 51 days. This includes a mandatory 30-day protest period. If protested, it can take several months.	No	NA	WAC 480-70 RCW 81.84	No	
Common Carrier Freight Broker Registration	To authorize intrastate common carrier Freight Forwarders and Brokers to operate in the State of Washington. A Freight Forwarder is engaged in the business of soliciting, collecting or assembling shipments for the purpose of combining the same shipments into one shipment. A Freight Broker provides contracts for, or undertakes to arrange for, transportation of property by two or more common carriers.	http://www.utc.wa.gov/regulation/industries/transportation/freightBrokers/Pages/default.aspx	\$25 application fee	Submit the completed application. Commission staff will review adequacy of application.	Must maintain appropriate surety bond.	If the application is complete, it takes an average of 1 day; otherwise an average of 10 days.	No	NA	WAC 480-51 RCW 81.80	No	
Passenger Charter and Excursion Carrier Services Certificate	To allow the operations of passenger charters and excursion carrier services in the state of Washington on an intrastate basis. This includes businesses engaged in the intrastate transportation of 1) a group of persons, who under a single contract, have acquired the use of a motor bus to travel together as a group, or 2) of persons for compensation from points of origin to any other locations and returning to that origin.	http://www.utc.wa.gov/regulation/industries/transportation/charterBuses/Pages/default.aspx	\$200 Application fee; \$35 Transfer or Name Change	Submit the completed application. Commission staff will review adequacy of application.	A safety evaluation is required and must maintain appropriate insurance.	If the application is complete, it takes an average of 11 days; otherwise an average of 38 days.	No	NA	WAC 480-12 RCW 81.70	No	
Private Nonprofit Transportation Providers Certificate	Authorizes non-profit organizations to provide intrastate transportation services for compensation solely to persons with "special transportation needs," i.e. who are unable to transport themselves due to physical or mental disability, income status or age.	http://www.utc.wa.gov/regulation/industries/transportation/nonprofitBuses/Pages/default.aspx	\$50 application fee	Submit the completed application. Commission staff will review adequacy of application.	A safety evaluation is required and must maintain appropriate insurance.	If the application is complete, it takes an average of 12 days; otherwise an average of 43 days.	No	NA	RCW 81.66	No	
Unified Carrier Registration (UCR)	To register interstate common freight carriers as required by the Unified Carrier Registration Act. An "interstate common freight carrier" is a business that operates commercial motor vehicles in interstate or international commerce, or that make the arrangements for the transportation of cargo and goods, and passenger carriers.	www.ucr.gov	\$62 - \$59,689 (dependent on fleet size). Note that lower fees for the 2020 registration period are under consideration by the Federal Motor Carrier Safety Administration (FMCSA).	Register online at www.ucr.gov	No	Online is immediate. If pay by check up to 30 days.	Yes, annually.	Carriers may receive penalties when crossing state lines. Each state has a different penalty fee.	WAC 480-31 49 USC Section 14504a	No	Federal/state partnership to assist WA, OR and BC interstate/international carriers register annually.

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Energy Facility Site Evaluation Certification	Review the site, construction and operation of certain non-hydro energy facility projects for businesses wanting to build the energy facilities in Washington State.	http://www.efsec.wa.gov/	\$10,000 for preliminary site review; \$50,000 plus the cost of EFSEC's review for certification	Application prepared by applicant. Adequacy review conducted by EFSEC.	Yes, construction and operational compliance monitoring by EFSEC after Site certification agreement is issued.	Varies; 6 months for an expedited process (once eligibility is determined). One year for full application review.	No	NA	RCW 80.50	No	At the time of application submittal, applicants must provide \$50,000, which may be used for independent consultant review (RCW 80.50.071). Application guidelines are contained in WAC 463-60.
Common Carrier of Property Permit	Allows intrastate common carriers to transport property (excluding household goods) for compensation within the state of Washington. "Intrastate common carriers" is defined as any company or person who is transporting property other than household goods for compensation within the state of Washington.	http://www.utc.wa.gov/regulation/transportation/commonCarriers/Pages/default.aspx	\$275 Permanent	Submit the completed application. Commission staff will review adequacy of application.	Must maintain appropriate insurance.	If the application is complete, it takes an average of 1 day; otherwise, an average of 10 days.	No	NA	WAC 463-60 RCW 81.80	No	
			\$100 Reinstatement \$100 Extension \$50 Name Change						WAC 480-14		
Household Goods Moving Company Permit	Allows intrastate household good moving companies to operate in the State of Washington. This includes providing estimates, arranging for receipt, delivery, storage in transit, handling, and providing any accessorial services in connection with that movement.	http://www.utc.wa.gov/regulation/transportation/householdGoods/Pages/default.aspx	\$550 Permanent	Submit the completed application. Commission staff will review adequacy of application.	Applicant will receive temporary provisional permit. To receive permanent authority, the provisional carrier must receive a Satisfactory Safety Review, attend Safety and Consumer Rules training, and maintain proper insurance.	If the application is complete, it takes an average of 1 day; otherwise an average of 16 days.	No	NA	RCW 81.80	No	
			\$250 Temporary, Transfer, and Reinstatement \$50 Emergency \$35 Name Change						WAC 480-15		
Railroad Contract Crew Carrier Permit	A person must register and receive a permit before operating as a railroad contract crew transportation company in Washington. A contract crew transportation company is any person, organization, company or other entity that operates one or more contract crew transportation vehicles. A contract crew transportation vehicle is every motor vehicle designed to transport fifteen or fewer passengers, including the driver...used primarily to provide railroad crew transportation.	https://www.utc.wa.gov/regulation/transportation/railcrew/Pages/default.aspx	None	Submit the completed application. Commission staff will review adequacy of application.	A safety review is required and must maintain appropriate insurance.	This is a new permit and we expect it to take a minimum of 30 days depending on the fleet size.	No	NA	RCW 81.61 WAC 480-62-275 through 299	No	
Community Solar Registration	Community solar companies are individuals, firms, or corporations, other than established electric utilities or community solar cooperatives, that own solar energy projects with maximum rated generating capacities of 1 MW within Washington state and that provide solar energy generated from those projects to paying customers.	https://www.utc.wa.gov/regulation/utilities/communitysolar/Pages/default.aspx	\$450 new, \$350 annual renewal, \$150 amend registration (change of business structure, name change, etc.)	Submit the completed application. Commission staff will review adequacy of application.	No.	This is a new registration and we expect it to take approximately 30 - 50 days.	Yes, annually.	Cancellation of registration and will have to re-register.	RCW 80.28.370 and 80.28.375; WAC 480-103-001	No	
Workforce Training and Education Coordinating Board											
Private Vocational School License RCW 28C.10.060	The license allows private vocational schools that offer diploma or certificate programs to operate legally in the State of Washington and provides consumer protection to students attending such schools. RCW 28C.10	The online application is available at the Board's website.	See the Fee Schedule	Visit the Workforce Board's website at http://www.wtb.wa.gov/Licenserequirements.asp	A site visit is required prior to issuance of a license.	30-60 days	The license is valid for one year from date of issuance	An administrative fine of \$25 per day to a maximum of 30 calendar days up to \$750 for each offense may be imposed for late filing of the renewal application.	RCW 28C.10	No	http://www.wtb.wa.gov/default.asp
		http://www.wtb.wa.gov/PCS_StartingASchool.asp							WAC 490-105		
Department of Transportation											

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Aircraft Dealer License	To allow the sale or exchange of aircraft. Applies to a person engaged in the business of selling, exchanging, or acting as a broker of aircraft or who offers for sale two or more aircraft within a calendar year.	http://www.wsdot.wa.gov/aviation/Registration/AircraftDealerLicense.htm	\$75; \$10 for each additional plate	Complete all four required forms and return them to WSDOT Aviation along with your check or money order.	\$25,000 surety bond running to the state executed by surety company authorized to do business in the state.	Approximately two weeks	Annual license	None	RCW 14.20	No	RCW 14.20
Aircraft Registration	To register an aircraft in Washington State. Applies to every aircraft in WA State unless exempted in accordance to RCW 47.68.250; must be registered with the department for each calendar year in which the aircraft is operated or is based within this state.	http://www.wsdot.wa.gov/aviation/Registration/Program.htm	\$15 registration fee for each aircraft plus excise tax based on the aircraft type.	Submit the registration payment online, by mail, or in-person to the Washington State Department of Transportation (WSDOT) Aviation. If an aircraft qualifies, you can apply for an exemption online or by mail.	Current certificate from the Federal Aviation Administration (FAA) or bill of sale showing purchase of aircraft.	24-72 hours	Annual registration	RCW 47.68.240 - 60 days past due, \$100 penalty per aircraft.	RCW 47.68	No	RCW 47.68; RCW 82.48
Special Oversize/Overweight Permit - Log Tolerance	To allow a 3-axle log truck and 2-axle pole trailer combination to haul short logs and receive a variance from the legal weight restrictions. Applies to businesses operating 3-axle log trucks and 2-axle pole trailer combinations to haul short logs.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-029.PDF	Between \$12.50 and \$50.00 depending on the time of purchase; \$14 transfer fee http://apps.leg.wa.gov/RCW/default.aspx?cite=46.44.0941	In person with cash or check, or self issue	No	15 minutes	Issued per quarter up to one year	RCW 46.44.105 - No less than \$50	RCW 46.44.047	No	RCW 46.44.047; WAC 468-38
		http://www.wsdot.wa.gov/CommercialVehicle/permits.htm							WAC 468-38		
Monthly or Annual Special Oversize/Overweight Vehicle Permit - Fixed Load (3 or 4 Axle)	To allow a commercial vehicle to exceed weight restrictions with a weight that does not change. Applies to businesses operating commercial vehicles that exceed weight restrictions and have an unchanging weight such as cranes, cement pumping trucks and well drilling trucks.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-026.pdf	\$70.00 or \$90.00 per month - depending on number of axles http://apps.leg.wa.gov/RCW/default.aspx?cite=46.44.0941	In person with cash or check, or self issue	Prerequisite: Vehicle must be licensed to the maximum legal weight of the vehicle.	15 minutes	Issued per month	RCW 46.44.105 - No less than \$50	RCW 46.44	No	RCW 46.44; WAC 468-38
		http://www.wsdot.wa.gov/CommercialVehicle/permits.htm							WAC 468-38		
Special Oversize/Overweight Permit - Farm Implement Permit	To allow a farmer or farm implement dealer to obtain annual permits for implements over 16 feet wide to under 20 feet wide, less than 65,000 pounds, less than 16 feet high, and having a combined length not to exceed 70 feet. Applies to a farmer or farm implement dealer operating any device that directly affects the production of agricultural products.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-046.PDF	Farmer: \$10.00 per quarter. \$25.00 per year. Dealer: \$25.00 per quarter. \$100.00 per year. http://apps.leg.wa.gov/RCW/default.aspx?cite=46.44.0941	Submit letter to WSDOT Commercial Vehicle Services for approval. Then submit a permit application to any WSDOT office accompanied with approval letter.	No	15 minutes	Issued per quarter up to one year	RCW 46.44.105 - No less than \$50	RCW 46.44.130 and 140	No	RCW 46.44.140 and RCW 46.44.104; WAC 468-38-290
		http://www.wsdot.wa.gov/CommercialVehicle/permits.htm							WAC 468-38-290		
Monthly or Annual Special Oversize/Overweight Vehicle Permit - Double Trailer	To allow divisible loads to be carried on a set of double trailers up to 68 feet (30 day periods to one year). Applies to businesses operating commercial vehicles with a double-trailer length longer than 61 feet.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-026.pdf	\$10 per 30 day period; \$100 annual. http://apps.leg.wa.gov/RCW/default.aspx?cite=46.44.0941	In person with cash or check, or self issue	No	15 minutes	Issued per month up to one year	RCW 46.44.105 - No less than \$50	RCW 46.44	No	RCW 46.44; WAC 468-38
		http://www.wsdot.wa.gov/CommercialVehicle/permits.htm							WAC 468-38		
Monthly or Annual Special Oversize/Overweight Vehicle Permit - Single Trailer Permit	To allow for semi-trailer/load up to 56 feet measured from the front of the trailer, rear of the trailer or load, whichever is longer. Applies to businesses operating commercial vehicles with a semi-trailer length longer than 53 feet.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-026.pdf	\$10 per 30 day period; \$100 annual. http://apps.leg.wa.gov/RCW/default.aspx?cite=46.44.0941	In person with cash or check, or self issue	No	15 minutes	Issued per month up to one year	RCW 46.44.105 - No less than \$50	RCW 46.44	No	RCW 46.44; WAC 468-38
		http://www.wsdot.wa.gov/CommercialVehicle/permits.htm							WAC 468-38		
Monthly or Annual Special Oversize/Overweight Vehicle Permit - Manufactured Housing Permit	To allow for the movement of housing units with a box width not exceeding 14 feet wide, an eave not exceeding 12 inches, and a maximum height of 15 feet. Applies to a dealer, manufacturer, or licensed transporter of manufactured homes planning on moving a housing unit via commercial vehicle.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-026.pdf	\$30 monthly \$360 annual http://apps.leg.wa.gov/RCW/default.aspx?cite=46.44.0941	In person with cash or check, or self issue	If a used trailer is being moved from property, proof by decal showing all county taxes have been paid.	15 minutes	Issued per month up to one year	RCW 46.44.105 - No less than \$50	RCW 46.44.170, 173, and 180	No	RCW 46.44.170, 173, 180; WAC 468-38-120
		http://www.wsdot.wa.gov/CommercialVehicle/permits.htm			https://app.leg.wa.gov/RCW/default.aspx?cite=46.44.170				WAC 468-38-120		
		http://www.wsdot.wa.gov/CommercialVehicle/permits.htm			Must comply with manufactured home map.						

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Oversize/Overweight Load Permit	To allow operating vehicles with oversize/overweight loads for one single route specific trip. Applies to businesses operating commercial vehicles with oversize/overweight loads.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-021.pdf	Dimensional permits are \$10; weight permit prices vary. http://apps.leg.wa.gov/RCW/default.aspx?cite=46.44.0941	In person with case or check.	Overweight permit requires Axle Spacing Report identifying configuration limits.	20 minutes	Issued for 3 days only.	RCW 46.44.105 - No less than \$50	RCW 46.44	No	RCW 46.44; WAC 468-38
				May self issue if less than 16' high or wide, less than 125' long and less than 200,000 lbs.					WAC 468-38		
		http://www.wsdot.wa.gov/CommercialVehicle/permits.htm									
Special Oversize/Overweight Permit - Class B and C Tow Truck Permit	To allow specific excess weight on the axles of the towing vehicle and the towed vehicle. Applies to businesses operating commercial vehicles with a load in excess of regular weight restrictions.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-029.PDF	\$75 per year Class B; \$150 per year Class C. http://apps.leg.wa.gov/RCW/default.aspx?cite=46.44.0941	In person with cash or check, or self issue	No	15 minutes	Annual permit	RCW 46.44.105 - No less than \$50	RCW 46.44	No	RCW 46.44; WAC 468-38
		http://www.wsdot.wa.gov/CommercialVehicle/permits.htm							WAC 468-38		
Special Oversize/Overweight Permit - Empty Apple Bins and Hay Bales Permit	To allow the transport of empty apple bins or hay bales up to 15 feet high. Applies to businesses operating commercial vehicles to transport apple bins or hay bales over the legal height limit.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-029.PDF	\$20 per 30 day period; \$240 per year. http://apps.leg.wa.gov/RCW/default.aspx?cite=46.44.0941	In person with cash or check, or self issue	No	15 minutes	Issued per month up to one year	RCW 46.44.105 - No less than \$50	RCW 46.44	No	RCW 46.44; WAC 468-38-071
		http://www.wsdot.wa.gov/CommercialVehicle/permits.htm							WAC 468-38-071		
Canadian Weights Permit (US Highway 97)	To authorize Canadian weights into Oroville, WA from the Canadian border and return on US-97 heavy haul corridor. Applies to businesses operating commercial vehicles from BC Canada to Oroville, WA and back on US 97 with heavier Canadian weight limits.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-020.pdf	\$100 per month, \$1,000 per year. http://apps.leg.wa.gov/RCW/default.aspx?cite=46.44.0915	In person with cash or check, or self issue	No	15 minutes	Issued per month up to one year	RCW 46.44.105 - No less than \$50	RCW 46.44.0915	No	RCW 46.44.0915; WAC 468-38-071
		http://www.wsdot.wa.gov/CommercialVehicle/permits.htm							WAC 468-38-071		
Canadian Weights Permit (State Route 9)	To authorize Canadian weights into Sumas, WA on heavy haul corridor. Applies to businesses operating commercial vehicles from BC Canada to Sumas, WA and return on SR 9 with heavier Canadian weight limits.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-020.pdf	\$14 per year	In person with cash or check, or self issue	No	15 minutes	Annual permit	RCW 46.44.105 - No less than \$50	RCW 46.44	No	RCW 46.44.105 - Overweight by agreement with City of Sumas, Port of Bellingham, and WSDOT.
									WAC 468-38		
		http://www.wsdot.wa.gov/CommercialVehicle/permits.htm									
Sealed Container OSOW Vehicle Permit (State Route 509)	To authorize non-divisible weight limits up to 105,500 lbs to sealed ocean going containers on SR 509 at the Port of Tacoma. Applies to businesses that do container transport from docks to trans-load terminals within the Port of Tacoma using the heavy haul corridor.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-027.pdf	\$100 per month, \$1,000 per year. http://apps.leg.wa.gov/RCW/default.aspx?cite=46.44.0915	In person with cash or check, or self issue	No	15 minutes	Issued per month up to one year	RCW 46.44.105 - No less than \$50	RCW 46.44.0915	No	RCW 46.44.0915

WAC 468-38

<http://www.wsdot.wa.gov/CommercialVehicle/permits.htm>

Monthly or Annual Special Oversize/Overweight Vehicle Permit - Non Divisible Load	To authorize the movement of oversized non-divisible loads. Applies to businesses operating commercial vehicles hauling non-divisible loads up to 14 feet wide, 15 feet high, and 125 feet long making multiple trips during the requested months.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-026.pdf	\$10 or \$20 or \$30 per 30 day period - depending on the size characteristic width, length, length, or combination. http://apps.leg.wa.gov/RCW/default.aspx?cite=46.44.0941	In person with cash or check, or self issue	No	15 minutes	Issued per month up to one year	RCW 46.44.105 - No less than \$50	RCW 46.44	No	RCW 46.44; WAC 468-38
		http://www.wsdot.wa.gov/CommercialVehicle/permits.htm							WAC 468-38		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Building Move Permit	To authorize the one time movement of a house a distance of less than 5 miles.	http://www.wsdot.wa.gov/NR/rdonlyres/F13FF7A8-D63B-4E39-83EE-58B73232AE8E/109768/buildingmoveapplication.pdf	Dimensional permits are \$10; weight permit prices vary. http://apps.leg.wa.gov/RCW/default.aspx?cite=46.44.0941	Application made to WSDOT Region office at location of move	Inspection of equipment by WSDOT and WSP personnel	At least 10 working days before the proposed move (identified in WAC 468-38-360)	Initial permit, no renewal	RCW 46.44.105 - No less than \$50	RCW 46.44 WAC 468-38-360	No	RCW 46.44; WAC 468-38-360
		http://www.wsdot.wa.gov/CommercialVehicle/permits.htm									
Special Oversize/Overweight Permit - Temporary Additional Tonnage Permit	To increase the licensed weight of a vehicle, but not more than legal capacity. Applies to businesses temporarily operating commercial vehicles exceeding licensed weight.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-029.PDF	\$2.80 per day for each 2,000 pounds. Minimum of 5 days.	In person with cash or check, or self issue	Prerequisite: Single vehicle must be licensed to 40,000 lbs. A vehicle combination must be licensed to 80,000 lbs.	15 minutes	Issued per day with a 5-day minimum	RCW 46.44.105 - No less than \$50	RCW 46.44.095 WAC 468-38-030	No	RCW 44.46.095 and WAC 468-38-030
		http://www.wsdot.wa.gov/CommercialVehicle/permits.htm									
Temporary Fuel Use Permit	To operate a diesel or propane commercial vehicle in WA state. Applies to businesses that do not pay fuel tax under the International Fuel Tax Agreement and plans to operate a diesel or propane-powered commercial vehicle.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-025.pdf	\$30 each	In person with cash or check, or self issue	No	15 minutes	Initial permit good for 3 consecutive days; no renewal	RCW 82.38.270	RCW 82.38 WAC 308-77	No	WSDOT sells these permits on behalf of DOL (see permit types and applications)
		http://www.dol.wa.gov/vehicle/registration/commercialpermits.html									
Temporary License (TRIP) Permit	To provide Washington State licensing for three consecutive days to a vehicle in lieu of regular licensing. Applies to businesses planning on operating a commercial or non-commercial vehicle at the maximum weight limit for 3 consecutive days in Washington State.	http://www.wsdot.wa.gov/publications/fulltext/forms/560-025.pdf	\$25 per three day period	In person with cash or check, or self issue	No	15 minutes	Initial permit good for 3 consecutive days; no more than 3 permits may be used for any one vehicle within a 30-day period	RCW 46.16A.030	RCW 46.16 WAC 308-97	No	WSDOT sells these permits on behalf of DOL (see permit types and applications)
Access Connection Permit	To allow vehicular access and connection points of ingress to, and egress from, a managed access state highway system within unincorporated areas that are under the jurisdiction of WSDOT. Applies to businesses, and private entities, planning to construct an access connection to a State Highway for property outside the city limits with new driveways or land use changes.	http://www.dol.wa.gov/vehicle/registration/commercialpermits.html http://www.wsdot.wa.gov/NR/rdonlyres/0782B339-B92A-4A6B-8B06-9D865178EB36/0/DOTForm224694EFEtable4.pdf	Fees can be found in the application form and WAC 468-51-070	Applicant fills out an application (DOT Form 224-694) and submits to WSDOT with fee that is applicable to the connection type, as defined in WAC 468-51-070.	Yes. Inspection fees are included in the fees defined in WAC 468-51-070. A surety bond may be required in accordance with WAC 468-34-020(2).	Approximately 30 days.	Renewal not required	None	RCW 47.50 WAC 468-51 WAC 468-52	No	RCW 47.50; WAC 468-51; WAC 468-52
		http://www.wsdot.wa.gov/Design/DevelopmentServices/AccessPermitGuidelines.htm									

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Cell Tower Permit (Type F Access-Wireless Communication Site)	To allow site access to and/or from WSDOT owned partially control facilities, for the normal construction, operation and maintenance of the wireless communications sites located on private property of Wireless Communication Businesses.	http://www.wsdot.wa.gov/NR/rdonlyres/21FAD2DF-881A-40E3-8F92-04AD6970620F/0/AppForTypeFAccess.pdf	\$500 base fee per application and \$500 per year thereafter. Each additional permitted access user is required to pay to the state five hundred dollars annually. (See WAC 468-58-080).	Applicant fills out an application (DOT Form 224-009) and submits to WSDOT with fee that is applicable to the connection type, as defined in WAC 468-58-080.	There is no fee for inspection, nor is it defined in WAC.	Thirty working days	Renewal not required	None	RCW 47.52; RCW 47.04.045	No	Type F Permit is only needed-allowed in cases where partial control limited access is broken to obtain access to private party for a wireless facility (on and off). These requests are processed by HQ Access & Hearings. Real Estate Services provides support to Access & Hearings by receiving payment and processing of initial payment as well as annual payments. If the wireless facility is on WSDOT owned partial control limited access property, access is granted through the Tenant's
<p>(Additional Information regarding Wireless Communications Leasing: http://www.wsdot.wa.gov/RealEstate/WirelessComm.htm)</p>										WAC 468-58	
Outdoor Advertising Control Permit	To allow signs and billboards to be visible to regulated highways	Contact the WSDOT Outdoor Advertising Control Program at (360) 905-2114	\$150 annual fee for each sign permit generating rental income	Contact the WSDOT Outdoor Advertising Control Program at (360) 905-2114	WSDOT confirms that the proposed outdoor advertising sign location conforms to all applicable federal and state laws and regulations.	Approximately 30 days.	Annually	Potential loss of permit for a legal sign and a fine of \$100 per day	RCW 47.42 and WAC 468-66	No	Applicable state laws and regulations can be found at:
Lottery											https://www.wsdot.wa.gov/publications/manuals/fulltext/M22-95/HighwayAdvertisingControl.pdf
Lottery Retailer General License	Authorizes business to conduct the routine sale of lottery tickets at a fixed structure where exclusive sale of lottery tickets is prohibited.	http://bls.dor.wa.gov/lotteryretailer.aspx	\$25	Apply for Lottery endorsement through Business License Service and pay the fee	All applicants must undergo a background process that includes a criminal history and credit check.	After a completed application is received, a license will be issued within 24 hours. Applicants are allowed up to six months to complete the application process.	No Renewals	n/a	RCW 67.70	Yes	No time indicated; too many factors for approval time. The BLS website reflects current charges as of 10/2019.
		http://walottery.com/Licensing/ApplicationForms.aspx							WAC 315-04		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Lottery Retailer Promotional License	To allow the sale of scratch and/or online game tickets for a marketing promotion not to exceed 180 days.	Contact Washington's Lottery	\$25, however Lottery Director may authorize waiving of license fee for term of promotional license per associated WAC.	Contact Washington's Lottery	All applicants must undergo a background process that includes a criminal history and credit check.	After a completed application is received, a license will be issued within 24 hours.	N/A - No Renewals	n/a	RCW 67.70	No	No time indicated; needs Director's approval
		WAC 315-04-065							WAC 315-04		
Lottery Retailer Provisional License with DOR Business License Application	Temporarily authorizes sale of lottery tickets, both scratch and online, for 90 days while a general license is processed.	Contact Washington's Lottery	\$25	Apply for Lottery endorsement through Business License Service and pay the fee	All applicants must undergo a background process that includes a criminal history and credit check.	After a completed application is received, a license will be issued within 24 hours.	N/A - No Renewals	n/a	RCW 67.70	No	If the licensee successfully passes the background check and the credit review and begins selling within 90 days, the provisional license is toggled into a general license. A one-time, 90 day extension is allowed with director approval.
		WAC 315-04-060							WAC 315-04		
Employment Security											
Business License Application - Unemployment Insurance	To assist employers register their businesses in order to report employees' names, social security numbers, wages & hours, and to pay unemployment taxes.	Business Licensing Service	None for ESD	Complete application and submit forms to Dept of Revenue (Business Licensing Services)	No, however if ESD completes an application on the employer's behalf as a last resort or for RX processing, we try to do a thorough search to include all pertinent information.	Online application processed by DOR in usually 5 to 10 business days. Once ESD receives file transfer the account is usually set up within 3 business days, if there are no system issues.	No, License remains active until employer requests it be closed. UBI must be renewed which is handled by DOR.	Application fees and possibility of a new UBI # being assigned, if not renewed within deadline.	RCW 50.12.070; RCW 50.24.010; Chapter 192-300 WAC; WAC 192-310-010; WAC 192-350-040; WAC 192-350-050	yes	BLS - Unemployment Insurance ESD - Register your business www.bls.dor.wa.gov
Business License Application - Paid Family and Medical Leave	To assist employers register their businesses in order to report employees' names, social security numbers, wages & hours, and to remit reports and premiums required under Title 50A	Business Licensing Service	None for ESD	Complete application and submit forms to Dept of Revenue (Business Licensing Services)	No, however for electronic filing ESD requires an active Secure Access Washington (SAW) account to log-in to Paid Family and Medical Leave to establish an account with our agency.	Online application processed by DOR in usually 5 to 10 business days. Once ESD receives file transfer the account is usually set up within 3 business days, if there are no system issues.	No, License remains active until employer requests it be closed. UBI must be renewed which is handled by DOR.	Application fees and possibility of a new UBI # being assigned, if not renewed within deadline.	RCW 50A.20.030; RCW Chapter 50A.10; Chapter 192-300 WAC; WAC 192-310-010; WAC 192-350-040; WAC 192-350-050	yes	Paidleave.wa.gov www.bls.dor.wa.gov
Secretary of State											

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Certificate of Limited Partnership	To form a Limited Partnership in the State of Washington.	https://ccfs.sos.wa.gov/#/	\$200 online filing fee including expedited service; or, \$180 filing fee for paper standard filing (\$230 expedited paper filing) \$60 annual report fee	Online or paper submission.	No	Same day to 2 business days expedited, up to 14 business days standard filing.	This registration is good for one year. State law requires filing an annual report and pay an annual fee.	Administrative dissolution for non filing after 120 day delinquency (Domestic) 60 day (Foreign-nonWA)	RCW 25.10	Links are available to the OSOS Corporations website	All formations, certificates and reports for legal entities are filed at OSOS. Additional maintenance documents are routinely filed for this entity type including initial reports, amendments, statements of change, mergers, conversions, reinstatements and dissolutions. All maintenance documents are also filed with OSOS.
									WAC 434-55 RCW 23.95		
Charitable Solicitations Registration	Required to fundraise from the public for charitable purposes; to increase transparency and accountability of organizations soliciting funds from the public; and provide the public with information to assist with their giving decisions.	https://ccfs.sos.wa.gov/#/	\$60 initial registration; \$40 renewal (expedited service available for an additional \$50)	Online or paper submission.	No	Same day to 2 business days expedited, 12 business days standard filing.	Annual registration is required	\$50 for late annual renewal, \$60 to re-register if expired	RCW 19.09	Links are available to the OSOS Corporations website	This is not considered a license, but a registration. 2010 legislation allows a charity to begin soliciting 20 days after we receive the application whether we have been able to review and file it or not.
									WAC 434-120		
Charitable Trust Registration	To protect the public's interest in the property and assets committed to charitable purposes in the state through registration, information, and enforcement.	http://www.sos.wa.gov/charities/AllForms.aspx	\$25 for standard paper filing (\$75 for expedited paper filing)	Paper submission. Trusts are often drafted by attorneys.	No	Same day to 2 business days expedited, 12 business days standard filing.	Annual registration is required	\$50 per year, up to two years, then re-registration is required plus any past due fees.	RCW 11.110	Links are available to the OSOS Corporations website	
									WAC 434-120		
Commercial Fundraiser - Registration	To be able to solicit or receive contributions for or on behalf of any charitable organization or charitable purpose for compensation or other consideration.	https://ccfs.sos.wa.gov/#/	\$300, initial registration, \$225 annual renewal (expedited service available for an additional \$50)	Online or paper submission.	Yes, most commercial fundraisers are required to post a \$25,000 surety bond.	Same day to 2 business days expedited, 12 business days standard filing.	Annual registration is required	\$50 late fee for failing to renew by the due date	RCW 19.09	Links are available to the OSOS Corporations website	
									WAC 434-120		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Cooperative Association - Registration	To conduct any lawful business on the cooperative plan.	https://ccfs.sos.wa.gov/#/	\$25 filing fee (additional \$50 fee for expedited service) \$10 annual report fee	Online or paper submission.	No	Same day to 2 business days expedited, up to 14 business days standard filing.	This registration is good for one year. State law requires filing an annual report and pay an annual fee.	Administrative dissolution for non filing after 120 day delinquency (Domestic) 60 day (Foreign-nonWA)	RCW 23.86	Links are available to the OSOS Corporations website	All formations, certificates and reports for legal entities are filed at OSOS. Additional maintenance documents are routinely filed for this entity type including initial reports, amendments, statements of change, mergers, conversions, reinstatements and dissolutions. All maintenance documents are also filed with OSOS.
Foreign Entity Registration	To allow a Foreign (non-Washington) Entity to transact business in the State of Washington.	https://ccfs.sos.wa.gov/#/	\$200 online filing fee including expedited service; or, \$180 filing fee for paper standard filing (\$230 expedited paper filing) \$60 annual report fee	Online or paper submission.	No	Same day to 2 business days expedited, up to 14 business days standard filing.	This registration is good for one year. State law requires filing an annual report and pay an annual fee.	\$25 for a late annual report, administrative dissolution for non filing after 120 day delinquency (Domestic) 60 day (Foreign-nonWA)	WAC 434-112 RCW 23.95	Links are available to the OSOS Corporations website	All formations, certificates and reports for legal entities are filed at OSOS. Additional maintenance documents are routinely filed for this entity type including initial reports, amendments, statements of change, mergers, conversions, reinstatements and dissolutions. All maintenance documents are also filed with OSOS.
Fundraising Service Contract - Registration	For charitable organizations to be able to contract for fundraising services with a commercial fundraiser.	https://ccfs.sos.wa.gov/#/	\$20 for standard paper filing (\$70 for expedited paper filing)	Online or paper submission.	No	Same day to 2 business days expedited, 12 business days standard filing.	Valid for one year		RCW 19.09	Links are available to the OSOS Corporations website	
									WAC 434-120		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Limited Liability Company - Certificate of Formation	To be able to form a Limited Liability Company in the State of Washington.	https://ccfs.sos.wa.gov/#/	\$200 online filing fee including expedited service; or, \$180 filing fee for paper standard filing (\$230 expedited paper filing) \$60 annual report fee	Online or paper submission.	No	Same day to 2 business days expedited, up to 14 business days standard filing.	This registration is good for one year. State law requires filing an annual report and pay an annual fee.	\$25 for a late annual report, administrative dissolution for non filing after 120 day delinquency (Domestic) 60 day (Foreign-nonWA)	RCW 25.15	Links are available to the OSOS Corporations website	All formations, certificates and reports for legal entities are filed at OSOS. Additional maintenance documents are routinely filed for this entity type including initial reports, amendments, statements of change, mergers, conversions, reinstatements and dissolutions. All maintenance documents are also filed with OSOS.
									WAC 434-130 RCW 23.95		
Limited Liability Limited Partnerships - Certificate	To change or elect a Limited Partnership to a become a Limited Liability Limited Partnership.	https://ccfs.sos.wa.gov/#/	\$200 online filing fee including expedited service; or, \$180 filing fee for paper standard filing (\$230 expedited paper filing) \$60 annual report fee	Online or paper submission.	No	Same day to 2 business days expedited, up to 14 business days standard filing.	This registration is good for one year. State law requires filing an annual report and pay an annual fee.	Administrative dissolution for non filing after 60 day notice	RCW 25.10	Links are available to the OSOS Corporations website	All formations, certificates and reports for legal entities are filed at OSOS. Additional maintenance documents are routinely filed for this entity type including initial reports, amendments, statements of change, mergers, conversions, reinstatements and dissolutions. All maintenance documents are also filed with OSOS.
									WAC 434-55 RCW 23.95		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Limited Liability Partnership - Registration	To be able to form a Limited Liability Partnership in the State of Washington .	https://ccfs.sos.wa.gov/#/	\$200 online filing fee including expedited service; or, \$180 filing fee for paper standard filing (\$230 expedited paper filing) \$60 annual report fee	Online or paper submission.	No	Same day to 2 business days expedited, up to 14 business days standard filing.	LLPs are required to pay an annual fee accompanied by a notice of the number of partners	Administrative dissolution for non filing after 60 day notice	RCW 25.05	Links are available to the OSOS Corporations website	All formations, certificates and reports for legal entities are filed at OSOS. Additional maintenance documents are routinely filed for this entity type including initial reports, amendments, statements of change, mergers, conversions, reinstatements and dissolutions. All maintenance documents are also filed with OSOS.
									WAC 434-135 RCW23.95		
Massachusetts Trust - Registration	Unincorporated business associates created by common law. Holding property to be managed by trustees.	https://ccfs.sos.wa.gov/#/	\$200 online filing fee including expedited service; or, \$180 filing fee for paper standard filing (\$230 expedited paper filing) \$60 annual report fee	Online or paper submission.	No	Same day to 2 business days expedited, up to 14 business days standard filing.	This registration is good for one year. State law requires filing an annual report and pay an annual fee.	\$25 for a late annual report, administrative dissolution for non filing after 120 day delinquency (Domestic) 60 day (Foreign-nonWA)	RCW 23.90	Links are available to the OSOS Corporations website	All formations, certificates and reports for legal entities are filed at OSOS. Additional maintenance documents are routinely filed for this entity type including initial reports, amendments, statements of change, mergers, conversions, reinstatements and dissolutions. All maintenance documents are also filed with OSOS.
									WAC 434-112		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Nonprofit Corporation - Articles of Incorporation	To be able to form a Nonprofit Corporation in the State of Washington.	https://ccfs.sos.wa.gov/#/	\$50 online filing fee including expedited service; or, \$30 filing fee for paper standard filing (\$80 expedited paper filing) \$10 annual report fee	Online or paper submission.	No	Same day to 2 business days expedited, up to 14 business days standard filing.	This registration is good for one year. State law requires filing an annual report and pay an annual fee.	\$25 for a late annual report, administrative dissolution for non filing after 120 day delinquency (Domestic) 60 day (Foreign-nonWA)	RCW 24.03 and 24.06 WAC 434-112 RCW 23.95	Links are available to the OSOS Corporations website	All formations, certificates and reports for legal entities are filed at OSOS. Additional maintenance documents are routinely filed for this entity type including initial reports, amendments, statements of change, mergers, conversions, reinstatements and dissolutions. All maintenance documents are also filed with OSOS.
Nonprofit Professional Service Corporation - Articles of Incorporation	To be able to form a Nonprofit Professional Service Corporation in the State of Washington.	https://ccfs.sos.wa.gov/#/	\$50 online filing fee including expedited service; or, \$30 filing fee for paper standard filing (\$80 expedited paper filing) \$10 annual report fee	Online or paper submission.	No	Same day to 2 business days expedited, up to 14 business days standard filing.	This registration is good for one year. State law requires filing an annual report and pay an annual fee.	\$25 for a late annual report, administrative dissolution for non filing after 120 day delinquency (Domestic) 60 day (Foreign-nonWA)	RCW 18.100 WAC 434-112 RCW 23.95	Links are available to the OSOS Corporations website	All formations, certificates and reports for legal entities are filed at OSOS. Additional maintenance documents are routinely filed for this entity type including initial reports, amendments, statements of change, mergers, conversions, reinstatements and dissolutions. All maintenance documents are also filed with OSOS.

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Professional Limited Liability Company - Registration	To be able to work as a Professional Limited Liability Company in the State of Washington.	https://ccfs.sos.wa.gov/#/	\$200 online filing fee including expedited service; or, \$180 filing fee for paper standard filing (\$230 expedited paper filing) \$60 annual report fee	Online or paper submission.	No	Same day to 2 business days expedited, up to 14 business days standard filing.	This registration is good for one year. State law requires filing an annual report and pay an annual fee.	\$25 for a late annual report, administrative dissolution for non filing after 120 day delinquency (Domestic) 60 day (Foreign-nonWA)	RCW 25.15	Links are available to the OSOS Corporations website	All formations, certificates and reports for legal entities are filed at OSOS. Additional maintenance documents are routinely filed for this entity type including initial reports, amendments, statements of change, mergers, conversions, reinstatements and dissolutions. All maintenance documents are also filed with OSOS.
Profit Corporation - Articles of Incorporation	To be able to form a Profit Corporation in the State of Washington.	https://ccfs.sos.wa.gov/#/	\$200 online filing fee including expedited service; or, \$180 filing fee for paper standard filing (\$230 expedited paper filing) \$60 annual report fee	Online or paper submission.	No	Same day to 2 business days expedited, up to 14 business days standard filing.	This registration is good for one year. State law requires filing an annual report and pay an annual fee.	\$25 for a late annual report, administrative dissolution for non filing after 120 day delinquency (Domestic) 60 day (Foreign-nonWA)	WAC 434-130 RCW 23.95	Links are available to the OSOS Corporations website	all formations, certificates and reports for legal entities are filed at OSOS. Additional maintenance documents are routinely filed for this entity type including initial reports, amendments, statements of change, mergers, conversions, reinstatements and dissolutions. All maintenance documents are also filed at OSOS.
									WAC 434-112		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Profit Professional Service Corporation - Registration	To be able to form a Profit Professional Service Corporation in the State of Washington.	https://ccfs.sos.wa.gov/#/	\$200 online filing fee including expedited service; or, \$180 filing fee for paper standard filing (\$230 expedited paper filing) \$60 annual report fee	Online or paper submission.	No	Same day to 2 business days expedited, up to 14 business days standard filing.	This registration is good for one year. State law requires filing an annual report and pay an annual fee.	\$25 for a late annual report, administrative dissolution for non filing after 120 day delinquency (Domestic) 60 day (Foreign-nonWA)	RCW 18.100	Links are available to the OSOS Corporations website	All formations, certificates and reports for legal entities are filed at OSOS. Additional maintenance documents are routinely filed for this entity type including initial reports, amendments, statements of change, mergers, conversions, reinstatements and dissolutions. All maintenance documents are also filed at OSOS.
Trademark - Registration	To register a trademark in the State of Washington.	https://ccfs.sos.wa.gov/#/	\$55 per classification number (\$50 for expedited service) \$50 renewal fee every 5 years. Can be completed online.	Online or paper submission.	No	Same day to 2 business days expedited, up to 14 business days standard filing.	Valid for five years, renewal fee required	No late period, must refile expired trademarks	WAC 434-112 RCW 23.95	Links are available to the OSOS Corporations website	Only addresses state level trademarks, Federal trademarks are handled through U.S. Patent and Trademark Office.
Financial Institutions											
Commercial Bank Charter (Registration)	Allows the operation of a state chartered commercial bank.	Contact the Division of Banks Dept of Financial Institutions Banks Applications and Forms.	There is an hourly charge based on time it takes to review and investigate the application	The application process is comprehensive and somewhat lengthy. It is important for DOB to gather a significant amount of information to ascertain whether the proposed new bank could be successful.	Yes, extensive background checks of all principals involved, investigation of bank's business plan and analysis of financial projections.	Minimum 120 days	NA	NA	RCW 30A.08	No	Applications involve numerous pieces of information and forms. There is not just one spot where you can go to get an application. We meet with organizers before an application is even started to discuss their business plan. http://www.dfi.wa.gov/banks/forms
									WAC 208-528		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Trust Company Charter (Registration)	Allows the operation of a state chartered trust company.	Contact the Division of Banks Department of Financial Institutions	There is an hourly charge based on time it takes to review and investigate the application	The application process is comprehensive and somewhat lengthy. It is important for DOB to gather a significant amount of information to ascertain whether the proposed new trust company could be successful.	Yes, extensive background checks of all principals involved, investigation of bank's business plan and analysis of financial projections.	Minimum 120 days	NA	NA	RCW 30B, WAC 208-528	No	Applications involve numerous pieces of information and forms. There is not just one spot where you can go to get an application. We meet with organizers before an application is even started to discuss their business plan. http://dfi.wa.gov/trusts
Business Development Company Registration	Allows businesses to charter and operate business development companies.	Contact the Division of Banks Department of Financial Institutions	There is an hourly charge based on time it takes to review and investigate the application	The application process is comprehensive and somewhat lengthy. It is important for DOB to gather a significant amount of information to ascertain whether the proposed new business development company could be successful.	Yes, extensive background checks of all principals involved, investigation of the company's business plan and analysis of financial projections.	Minimum 120 days	NA	NA	RCW 31.24	No	Applications involve numerous pieces of information and forms. There is not just one spot where you can go to get an application. We meet with organizers before an application is even started to discuss their business plan.
Establish an Alien Bank (Registration)	To allow the operation of an alien bank, branch bureau or representative office in the State of Washington.	Contact the Division of Banks Department of Financial Institutions	There is an hourly charge based on time it takes to review and investigate the application	The application process is comprehensive and somewhat lengthy. It is important for DOB to gather a significant amount of information to ascertain whether the proposed Alien bank should be allowed to do business in Washington State.	Yes, extensive background checks of all principals involved, investigation of the company's business plan and analysis of financial projections.	Minimum 90 days	NA	NA	RCW 30A.42	No	Applications involve numerous pieces of information and forms. There is not just one spot where you can go to get an application. We meet with organizers before an application is even started to discuss their business plan.
									WAC 208-532		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Mutual or Stock Savings Bank Charter (Registration)	To allow the operation of a state chartered mutual or stock savings bank.	Contact the Division of Banks Department of Financial Institutions	There is an hourly charge based on time it takes to review and investigate the application	The application process is comprehensive and somewhat lengthy. It is important for DOB to gather a significant amount of information to ascertain whether the proposed new bank could be successful.	Yes, extensive background checks of all principals involved, investigation of bank business plan and analysis of financial projections.	Minimum 120 days	NA	NA	RCW 32.08	No	Applications involve numerous pieces of information and forms. There is not just one spot where you can go to get an application. We meet with organizers before an application is even started to discuss their business plan.
									WAC 208-514		
Small Business Administration 7(a) Lender (Registration)	To allow a small business 7(a) lender to do business in the State of Washington.	Contact the Division of Banks Department of Financial Institutions	There is an hourly charge based on time it takes to review and investigate the application	The application process is comprehensive and somewhat lengthy. It is important for DOB to gather a significant amount of information to ascertain whether the proposed new SBA lender could be successful.	Yes, extensive background checks of all principals involved, investigation of the lender's business plan and analysis of financial projections.	Minimum 90 days	NA	NA	RCW 31.40	No	Applications involve numerous pieces of information and forms. There is not just one spot where you can go to get an application. We meet with organizers before an application is even started to discuss their business plan.
									WAC 208-556		
Check Cashier/Small Loan Endorsement - Branch Office License	Required for each location where a licensee engages in the business of cashing checks, drafts, or small loans.	http://mortgage.nationwide.licensingssystem.org/slr/Pages/DynamicLicenses.aspx?StateID=WA	Check Cashier \$345.00; Check Cashier with Small loan Endorsement \$517.50	Must apply through a nationwide licensing system	Background checks, disclosures and maintenance of proper registration with BLS and SOS. Increase in surety bond required for Small Loan Endorsement only.	10 days	NA		RCW 31.45	No	http://dfi.wa.gov/check-cashiers/licensing ; http://mortgage.nationwide.licensingssystem.org/Pages/default.aspx
									WAC 208-630		
(Check Sellers must apply under the Uniform Money Services Act as a Money Transmitter)											
Check Cashier/Small Loan Endorsement/Small Loan Agent Company License	Required of any company that, for compensation, engages in whole or in part, in the business of cashing checks, drafts, money orders, or other commercial paper serving the same purpose; engaged in the business of making small loans as specified in RCW 31.45.073; engaged in the business of providing small loan agent services.	http://mortgage.nationwide.licensingssystem.org/slr/Pages/DynamicLicenses.aspx?StateID=WA	Check Cashier \$690.00; Check Cashier with Small Loan Endorsement \$1035; Small Loan Agent \$690, \$15 credit report	Must apply through a nationwide licensing system except for the Small Loan Agent license - apply directly to the Department	Review applicant's financial statements, business plan, disclosures, management and organizational charts, and maintenance of proper registration with BLS and SOS to determine financial responsibility, character and general fitness. Individual background checks including credit reports for officers, directors, and principal owners. Surety bond required for Small Loan Endorsement only.	25 days	NA		RCW 31.45	No	http://dfi.wa.gov/check-cashiers/licensing ; http://mortgage.nationwide.licensingssystem.org/Pages/default.aspx
Small Loan Endorsement (for Check Cashier)			Small Loan Endorsement \$172.53 (this should just be deleted)						WAC 208-630		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Consumer Loan Company - Branch License	Required for each fixed physical location representing a licensed Consumer Loan Company.	http://mortgage.nationwideicensingsystem.org/slr/Pages/DynamicLicenses.aspx?StateID=WA	\$584.46 application fee	Must apply through a nationwide licensing system	Background checks, including company maintaining proper registration with BLS and SOS, disclosure questions and often individual licensing for branch manager	10 days	NA		RCW 31.04	No	http://dfi.wa.gov/consumer-loan-companies/licensing ; http://mortgage.nationwideicensingsystem.org/Pages/default.aspx
									WAC 208-620		
Consumer Loan Company License	Required of any company engaged in the business of making secured or unsecured loans of money, credit, or things in action, to Washington residents, servicing student loans obligating Washington residents, servicing residential mortgage loans secured by Washington residential real estate or obligating Washington residents, and engaging in third party processing or underwriting. Also includes Student Education Loan Servicers.	http://mortgage.nationwideicensingsystem.org/slr/Pages/DynamicLicenses.aspx?StateID=WA	\$1062.21 application fee; \$36.26 fingerprint card processing fee for direct owner/executive officer; \$15 credit report	Must apply through a nationwide licensing system	Review applicant's business plan, disclosures, management and organizational charts, and maintenance of proper registration with BLS and SOS to determine financial responsibility, character and general fitness. Individual background checks, including fingerprints, and credit report required for all control persons. Surety bond required.	25 days	NA		RCW 31.04	No	http://dfi.wa.gov/consumer-loan-companies/licensing ; http://mortgage.nationwideicensingsystem.org/Pages/default.aspx
									WAC 208-620		
Escrow Agent License	Required of any company engaged in the business of performing any transaction wherein any person or persons, for the purpose of effecting and closing the sale, purchase, exchange, transfer, encumbrance, or lease of real or personal property to another person or persons, delivers any written instrument, money, evidence of title to real or personal property, or other thing of value to a third person to be held by such third person until the happening of a specified event or the performance of a prescribed condition or conditions, when it is then to be delivered by such third person, in compliance with instructions under which he or she is to act, to a grantee, grantor, promisee, promisor, obligee, obligor, lessee, lessor, bailee, bailor, or any agent or employee thereof.	http://www.dfi.wa.gov/escrow-agents/licensing	386.55 application fee;	On paper via mail	Review applicant's disclosures, ownership and personnel form, and maintenance of proper registration with BLS and SOS. Individual background checks including fingerprint cards and credit reports for officers, directors, and principal owners to determine financial responsibility, character and general fitness. Complete review of designated escrow officer simultaneously with company application. Trust account verification required. E&O insurance required. Fidelity bond reviewed for compliance with law. Surety bond required if fidelity bond has deductible.	25 days	Valid for one year	Must be renewed prior to 30th day in January following expiration. \$193.26 (penalty equal to one-half of the annual license fees in default)	RCW 18.44	No	http://dfi.wa.gov/escrow-agents/licensing
			386.55 Renewal fee						WAC 208-680		
			\$34.25 fingerprint card processing								
Escrow Agent - Branch Locations	Required for each fixed physical location representing a licensed Escrow Agent Business.	http://www.dfi.wa.gov/escrow-agents/licensing	386.55 Application Fee; \$386.55 Renewal fee	On paper via mail	Review applicant's disclosures and maintenance of proper registration with BLS and SOS. Complete review of branch designated escrow officer simultaneously with branch application. Trust account verification required. Verify main office bonding requirements are current.	25 days	Valid for one year	Must be renewed prior to 30th day in January following expiration. \$193.26 (penalty equal to one-half of the annual license fees in default)	RCW 18.44	No	http://dfi.wa.gov/escrow-agents/licensing
									WAC 208-680		
Escrow Officer License	Required of any person handling escrow transactions and licensed as such by the director.	http://www.dfi.wa.gov/escrow-agents/licensing	\$179.26 application fee;	Original license paper via mail.	Individual background checks including fingerprint cards and credit report, to determine financial responsibility, character and general fitness. Verify individual has passed required escrow officer test.	10 days	Valid for one year	NA	RCW 18.44	No	http://dfi.wa.gov/escrow-agents/licensing
			\$34.25 fingerprint card processing						WAC 208-680		
			\$179.26 Renewal Fee								
Mortgage Broker - Branch License	Required for each fixed physical location representing a licensed Mortgage Broker company offering to originate mortgage loans for Washington residents or secured by Washington property or for the supervisor over underwriters and processors.	http://mortgage.nationwideicensingsystem.org/slr/Pages/DynamicLicenses.aspx?StateID=WA	\$185 application fee;	Must apply through a nationwide licensing system	Background checks, including company maintaining proper registration with BLS and SOS, disclosure questions for branch manager	10 days	This license must be renewed annually on or before 12/31	1/2 of renewal fee if paid during 2 month reinstatement period	RCW 19.146	No	http://dfi.wa.gov/mortgage-brokers ; http://mortgage.nationwideicensingsystem.org/Pages/default.aspx
									WAC 208-660		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
			\$530 renewal fee								
Mortgage Broker License	Required for any company that for compensation or gain, or in the expectation of compensation or gain: (a) assists a person in obtaining or applying to obtain a residential mortgage loan or (b) holds itself out as being able to assist a person in obtaining or applying to obtain a residential mortgage loan or engages in third party processing or underwriting.	http://mortgage.nationwide.licensingssystem.org/slr/Pages/DynamicLicenses.aspx?StateID=WA	\$901 application fee	Must apply through a nationwide licensing system	Review applicant's business plan, disclosures, management and organizational charts, and maintenance of proper registration with BLS and SOS to determine financial responsibility, character and general fitness. Individual background checks, including fingerprints, and credit report required for all control persons. Surety bond required. Designated Broker must meet testing and experience requirements.	25 days	This license must be renewed annually on or before 12/31	1/2 of renewal fee if paid during 2 month reinstatement period	RCW 19.146	No	http://dfi.wa.gov/mortgage-brokers/licensing ; http://mortgage.nationwide.licensingssystem.org/Pages/default.aspx
			\$36.26 fingerprint card processing; \$15 credit report \$530 renewal fee						WAC 208-660		
Designated Broker Registration	This registration is required for the individual at the licensed Mortgage Broker who is responsible for ensuring the company and its staff are in compliance with applicable state and federal requirements.	https://mortgage.nationwide.licensingssystem.org/slr/PublishedStateDocuments/WA-Mortgage-Broker-Description.pdf	Application fee is included with Mortgage Broker License; Renewal fee is included with Mortgage Broker License	Must apply through a nationwide licensing system	Individual background checks including fingerprint cards and credit report, to determine financial responsibility, character and general fitness. Verify individual has passed required designated broker test.	10 days	This registration must be renewed annually on or before 12/31	N/A	RCW 19.146 WAC 208-660	No	http://dfi.wa.gov/mortgage-brokers/licensing ; http://mortgage.nationwide.licensingssystem.org/Pages/default.aspx
Money Transmitter License	Required for any company engaged in the business of receiving money or its equivalent value to transmit, deliver, or instruct to be delivered to another location inside or outside the United States; or selling, issuing or act as an intermediary for open loop stored value devices and payment instruments, or any independent entity that holds or administers a dedicated bank account for fees and payments to creditors, debt collectors, debt adjusters, or debt adjusting agencies in connection with the renegotiation, settlement, reduction, or other alteration of the terms of payment or other terms of a debt.	https://mortgage.nationwide.licensingssystem.org/slr/Pages/DynamicLicenses.aspx?StateID=WA	\$1000 for the main office	Must apply through a nationwide licensing system	Review applicant's disclosures, management and organizational charts, financials, anti-money laundering program, business plan, and maintenance of proper registration with BLS, SOS, and FinCEN. Review of countries of transmission, assessment tracking, and prior business reported. Individual background checks including check of OFAC/SDN list, fingerprint cards (if company is not publicly traded or owned by publicly traded company) and credit reports for officers, directors, and principal owners to determine financial responsibility, character and general fitness. Proof of employment eligibility and work history for Responsible Individual. Surety bond required (CD acceptable in lieu of bond). Review of authorized delegate contracts and screening procedures if applicable.	45 days	July 1st every year	10% of the annual assessment if paid thirty or fewer days late and twenty-five percent of the annual assessment if paid more than thirty days late	RCW 19.230	No	http://dfi.wa.gov/money-services/licensing ; https://www.statemortgageregistry.com/Public/Default.aspx
			\$36.26 fingerprint card processing; \$15 credit report \$100 for each delegate location (up to \$5000)						WAC 208-690		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Currency Exchange License	Required of any company exchanging the money of one government for money of another government, or holding oneself out as able to exchange the money of one government for money of another government.	https://mortgage.nationwide.licensing.system.org/slr/Pages/DynamicLicenses.aspx?StateID=WA	\$1000 for the main office;	Must apply through a nationwide licensing system	Review applicant's disclosures, management and organizational charts, anti-money laundering program, business plan, and maintenance of proper registration with BLS, SOS, and FinCEN. Review of prior business reported. Individual background checks including check of OFAC/SDN list, fingerprint cards (if company is not publicly traded or owned by publicly traded company) and credit reports for officers, directors, and principal owners to determine financial responsibility, character and general fitness. Proof of employment eligibility and work history for Responsible Individual. Review of authorized delegate contracts and screening procedures if applicable.	45 days	July 1st every year	10% of the annual assessment if paid thirty or fewer days late and twenty-five percent of the annual assessment if paid more than thirty days late	RCW 19.230	No	http://dfi.wa.gov/money-serviceshttps://www.statemortgageregistry.com/Public/Default.aspx
(Currency Exchange License must apply under the Uniform Money Services Act as a Money Transmitter)			\$36.26 fingerprint card processing; \$15 credit report \$100 for each service location (up to \$5000)						WAC 208-690		
Mortgage Loan Originator License	Required for: (1) individuals originating loans for licensed mortgage Brokers and Consumer Loan Companies (2) independent contractor processors representing licensed or exempt Mortgage Brokers and Consumer Loan Companies (3) Individuals originating loans for a Credit Union Service Organizations (4) managers directly supervising WA MLOs or underwriters and processors	https://mortgage.nationwide.licensing.system.org/slr/Pages/DynamicLicenses.aspx?StateID=WA	\$125 application fee;	Must apply through a nationwide licensing system	Individual background checks including fingerprint cards and credit report, to determine financial responsibility, character and general fitness. Completion of Pre-Licensing Education requirements. Passage of MLO test.	10 days	This license must be renewed annually on or before 12/31	1/2 of renewal fee if paid during 2 month reinstatement period	RCW 19.146; WAC 208-660/RCW 31.04; WAC 208-620 - depending on employer license	No	http://www.dfi.wa.gov/cs/loan_originator.htm http://mortgage.nationwide.licensing.system.org/Pages/default.aspx
			\$36.26 fingerprint card processing; \$15 credit report \$125 renewal fee								
Tax Refund Anticipation Loan Facilitators' Registration	To allow the establishment and operation of tax refund anticipation loan facilitation in Washington State. Businesses providing tax refund anticipation loans.	http://dfi.wa.gov/cs/ralreg.htm	\$35 per filing location (EFIN)	On paper via mail		3 days	Valid for one year	NA	RCW 19.265	No	http://dfi.wa.gov/refund-anticipation-loans
Credit Union Charter License	To allow the operation of state-chartered credit unions in the State of Washington. Government chartered and supervised member-owned cooperative thrift and loan services.	https://dfi.wa.gov/sites/default/files/new_cu.pdf	No application fee; semi-annual asset assessment fee after beginning operations & more than \$500,000 in assets	The application process is comprehensive and somewhat lengthy. It is important for DCU to gather a significant amount of info. to ascertain whether the proposed new CU could be successful.	Background checks will be performed on the proposed senior management team of the new CU & the proposed board directors & supervisory committee members.	Varies, depending on the amount of donated capital, earning potential of the new CU, the abilities of the proposed mgt. team, etc.	N/A	N/A	RCW 31.12	No	An application to start a new credit union must also be approved by the National Credit Union Administration for federal deposit insurance (See RCW 31.12.408). No statutory requirement for processing time for state approval or denial of application, typically 30-60 days.

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
Broker Dealer Registration	To allow a securities broker-dealer to transact business in the State of Washington. Any person engaged in the business of effecting transactions in securities.	http://www.sec.gov/about/forms/formbd.pdf	\$160 for initial registration; \$85 for each annual renewal	Must apply through the Central Registration Depository (CRD), a nationwide licensing system operated by FINRA	Yes. The firm's designated principals must pass qualifying examinations and registered broker-dealer firms are subject to periodic examinations.	Varies depending on the time applicant takes to remedy application deficiencies, pass qualifying exams and obtain FINRA and/or home state approval as appropriate.	Calendar year-end renewal	A late renewal will be accepted through March 1 upon payment of a \$100 delinquency fee in addition to the renewal fee.	RCW 21.20	No	Processing time varies
									WAC 460-20B WAC 460-21B WAC 460-21C WAC 460-05A		
		http://www.dfi.wa.gov/securities-broker-dealers									
Securities Salesperson of a Broker-Dealer Registration	To allow a securities salesperson to transact business in the State of Washington. Any individual, other than a broker-dealer, who represents a broker-dealer in effecting sales of securities.	https://www.finra.org/sites/default/files/form-u4.pdf https://dfi.wa.gov/securities-broker-dealers/registration-requirements-finra-member-firms-and-salespersons	\$50 for each individual; \$30 for each annual renewal	Must apply through the Central Registration Depository (CRD), a nationwide licensing system operated by FINRA	Yes. The Securities Division will conduct a background check. The individual must pass qualifying examinations. The records of the employing broker-dealer are subject to periodic examinations.	Varies depending on the time applicant takes to remedy application deficiencies, pass qualifying exams and obtain FINRA and/or home state approval as appropriate.	Calendar year-end renewal	A late renewal will be accepted through March 1 upon payment of a \$50 delinquency fee in addition to the renewal fee.	RCW 21.20 WAC 460-22B WAC 460-05A	No	Processing time varies
Securities Salesperson of an Issuer	To allow a securities salesperson of an issuer to transact business in the State of Washington. Any individual, other than a broker-dealer, who represents an issuer in effecting sales of securities.	https://www.finra.org/sites/default/files/form-u4.pdf http://dfi.wa.gov/securities-broker-dealers/registration-finra-firms	\$50 for each individual; \$30 for each annual renewal	File the application with the Securities Division, including the required fee.	Yes. The Securities Division will conduct a background check. The individual may be required to pass qualifying examinations.	30 days	Valid for one year	A late renewal will be accepted up to two months late upon payment of a \$50 delinquency fee in addition to the renewal fee.	RCW 21.20 WAC 460-23B WAC 460-05A	No	Processing time varies
Commodity Broker Dealer	To allow the sale of off-exchange commodities contracts in Washington State. Broker-dealers investing and selling off-exchange transactions in commodities.	Contact the Securities Division to obtain application	\$200 and \$100 for each branch office; Annual fee of \$100 and \$50 for each branch office	N/A due to federal preemption in this area	N/A due to federal preemption in this area	N/A - No current licenses due to federal preemption	Valid for one year	Late renewals are not contemplated by statute. Failure to renew would result in license termination.	RCW 21.30	No	Most commodities are traded on national exchanges. These types of investments, and the persons who sell them, are regulated by the Commodity Futures Trading Commission and the self-regulatory organization over which it has oversight, the National Futures Association. In 1986 the Legislature adopted RCW 21.30, the Commodity Transactions Act (our version of the Model State Commodity Code), to regulate certain off-exchange transactions in commodities.
		http://www.dfi.wa.gov/commodities									
Franchise Broker Registration	To allow a franchise broker to transact business in Washington State. Directly or indirectly engaging in the business of the offer or sale of franchises.	http://dfi.wa.gov/sites/default/files/forms/fba.pdf	\$50 for initial registration, \$25 for each annual renewal	File the application with the Securities Division, including the required fee.	The Securities Division will conduct a background check. There are no examinations required.	Within 15 days	Valid for one year	Late renewals are not contemplated by statute. Failure to renew would result in license termination.	RCW 19.100	No	Processing time varies
									WAC 460-82		

What is the license name & category?	What is the purpose of the license?	Where is the application available?	What are the fees associated with this license?	What is the process for submitting the application?	Are there inspections, background checks, or other additional requirements involved?	What is the average time between application and license issuance?	Does this license need to be renewed? How often?	What are the penalties for late renewal?	What RCWs or WACs govern these licenses?	Is this license available through Business Licensing Service (BLS)?	Is the license listed on the Office of Regulatory Innovation and Assistance website?
		http://dfi.wa.gov/franchises/faqs									
Investment Adviser Registration	To allow an investment adviser to transact business in Washington State. Directly or indirectly engaging in the business of advising others as to the value of securities or as to the advisability of investing in, purchasing, or selling securities or issuing reports concerning securities for compensation.	http://www.nasaa.org/industry-resources/uniform-forms/form-adv/	\$160 for initial registration, \$85 for each annual renewal	Must apply through the Investment Adviser Registration Depository (IARD), a nationwide licensing system.	The Securities Division will conduct a background check. A qualifying principal must pass required examinations. Licensed investment advisers are subject to periodic examinations.	Varies depending on the time applicant takes to remedy application deficiencies, pass qualifying exams and obtain approval from home state, if out-of-state applicant.	Calendar year-end renewal	A late renewal will be accepted through March 1 upon payment of a \$100 delinquency fee in addition to the renewal fee.	RCW 21.20 WAC 460-24A WAC 460-05A	No	Processing time varies
		http://dfi.wa.gov/investment-advisers/registration									
Investment Adviser Representative Registration	To allow an investment adviser representative to transact business in Washington State.	http://www.finra.org/sites/default/files/form-u4.pdf	\$50 for initial registration, \$30 for each annual renewal	Must apply through the Investment Adviser Registration Depository (IARD), a nationwide licensing system.	The Securities Division will conduct a background check. The individual must pass qualifying examination(s).	Varies depending on the time applicant takes to remedy application deficiencies, pass qualifying exams and obtain approval from home state, if out-of-state applicant.	Calendar year-end renewal	A late renewal will be accepted through March 1 upon payment of a \$50 delinquency fee in addition to the renewal fee.	RCW 21.20 WAC 460-24A WAC 460-05A	No	Processing time varies
		http://dfi.wa.gov/investment-advisers/investment-adviser-representative									
Business Opportunity Registration Permit	To allow the sale or lease of a business opportunity within the State of Washington.	https://dfi.wa.gov/sites/default/files/forms/boapplication_0.pdf	\$200 registration; \$125 renewal; \$30 amendments	File the application with the Securities Division, including the required fee.	The Securities Division will conduct a background check and will review the business opportunity disclosure document. There are no examination requirements.	Within 30 days	Valid for one year	Late renewals are not contemplated by statute. Failure to renew would result in license termination.	<u>RCW 19.110</u> WAC 460-05A	No	Processing time varies
		http://www.dfi.wa.gov/business-opportunities									
Franchise Registration Permit	To allow the offer or sale of franchises in Washington State.	http://www.dfi.wa.gov/sites/default/files/forms/franchiseapp.pdf	\$600 registration; \$100 renewal and amendments	File the application with the Securities Division, including the required fee.	The Securities Division will conduct a background check and will review the Franchise Disclosure Document. There are no examination requirements.	Within 30 days	Valid for one year	Late renewals are not contemplated by statute. Failure to renew would result in license termination.	<u>RCW 19.100</u> WAC 460-80	No	Processing time varies
		http://www.dfi.wa.gov/franchises									
Securities Registration by Coordination Permit	Allows the offer or sale of any securities in an offering that is registered federally and that is not of a federal covered security or an exempt securities offering.	http://www.dfi.wa.gov/sites/default/files/forms/form-u1.pdf	\$100 for first \$100,000 offered in this state plus 1/40th of 1% of the amount over \$100,000 offered in this state	File the application with the Securities Division, including the required fee.	The Securities Division will review the Registration Statement. There are no examination requirements.	<u>10 business days assuming SEC effective and no proceeding pending; per RCW 21.20.190</u>	Valid for one year	Late renewals are not contemplated by statute. Failure to renew would result in license termination.	<u>RCW 21.20</u> WAC 460-16A	No	Processing time varies
		http://www.dfi.wa.gov/small-business/options-raising-capital									
Securities Registration by Qualification Permit	Allows the offer or sale of securities in Washington State in an offering that is not registered federally and that is not of a federal covered security or an exempt securities offering.	http://www.dfi.wa.gov/sites/default/files/forms/registration-by-qualification.pdf	\$100 for first \$100,000 offered in this state plus 1/20th of 1% of the amount over \$100,000 offered in this state	File the application with the Securities Division, including the required fee.	The Securities Division will review the Registration Statement. There are no examination requirements.	<u>15 business days per RCW 21.20.230</u>	Valid for one year	Late renewals are not contemplated by statute. Failure to renew would result in license termination.	<u>RCW 21.20</u> WAC 460-16A	No	Processing time varies
		http://www.dfi.wa.gov/small-business/options-raising-capital									