



Request to Purchase Boiler/Pressure Vessel Permits for Installation, Alteration, or Repair

Department of Consumer & Business Services
 Building Codes Division • Boiler Section
 1535 Edgewater NW, Salem, OR
 Mailing address: P.O. Box 14470, Salem, OR 97309-0404
 (503) 373-7538, Fax: (503) 378-4101
 Web: bcd.oregon.gov

Submit request with payment to:
 DCBS – Fiscal Services
 P.O. Box 14610
 Salem, OR 97309-0445

Please read "NOTE" on Page 2 of this form for important information and the requirements found in ORS 480.630 – Licensing and certification of persons installing, altering, or repairing boilers or pressure vessels; examination; fees.

DEPARTMENT USE ONLY
No. permits issued:
No. series:
Date issued:

REQUESTOR INFORMATION

Business name:		
Address 1:		
Address 2:		
City:	State:	ZIP:
Phone:	Fax:	E-mail:
Boiler/pressure vessel contractor business license no.:		
Construction Contractors Board registration no.:		
Permit fee: \$18.48 (\$16.50 + 12 percent surcharge)	Number of permits: _____ X \$16.50 = _____	70311/1195
Secure fax for credit card payments: (503) 947-2333	12 percent surcharge (total X 0.12) = _____	70311/1291
	Total fees: _____	

Make check or money order payable to Department of Consumer & Business Services. If paying by credit card, applicant must sign credit card information box. *Do not send cash.*

<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard	<input type="checkbox"/> Discover	Phone: _____
Credit card number		Expiration date	
Name of cardholder as shown on credit card			
Cardholder signature			\$ _____ Amount

DCBS FISCAL USE ONLY



NOTE

Any installations, repairs, or alterations must be done according to the applicable ASME Code and/or National Board Inspection Code.

The authorized inspector shall sign this application and return it to BCD with his or her inspection report.

Any company making installations, repairs, or alterations to a boiler or pressure vessel must hold a valid boiler contractor business license. Any boiler or pressure vessel that is installed, repaired, or altered without a license shall be considered an unauthorized installation, repair, or alteration — unsafe to operate until all code requirements have been met. Legal action will be considered against the installer or repairer in violation of ORS 480.630.

1. No person shall engage in the business of installing, repairing, or altering boilers or pressure vessels unless the person first obtains a license from the Building Codes Division.
2. No person shall install, repair, or alter boilers or pressure vessels as an employee of a business engaged in the installation, repair, or alteration of boilers or pressure vessels unless the person first obtains certification from the Building Codes Division.
3. The chief boiler inspector may conduct examinations for certification of an employee or agent of a business to establish the competency of the applicant.
4. Licenses and certification shall be issued by the Building Codes Division upon recommendation by the board and upon payment of a fee of \$27.50 for each application for an employee or agent's certification and \$165 for each application for a business license.
5. The licenses and certifications shall be renewed annually without reexamination upon payment of the fees in subsection (4) of this section. Class 2 through 5 licenses must also pay a \$10 continuing education fee upon renewal.
6. No person shall install, alter, or repair a boiler or pressure vessel without **first** securing a permit from the Building Codes Division unless the person is not subject to licensure or certification. Permits shall be issued only to the persons licensed. A permit fee of \$18.48, which includes the 12 percent surcharge, shall be paid directly to the Building Codes Division.
7. In the case of an emergency, as defined in OAR 918-225-0240(9), a permit is not required in advance for boiler or pressure vessel installations or repairs as required under ORS 480.630(6) if an application for permit is submitted to the Building Codes Division within five days after starting the boiler work. The chief boiler inspector must be notified by phone of the need for an emergency repair or installation permit.
8. The certification and examination requirements of this section do not apply when a person is brought in from out of state to repair or alter a boiler or pressure vessel using special tools or a special process for which that person is uniquely qualified. The activity shall be limited solely to the special process, and the person performing the work shall have qualifications that meet or exceed the state's certification standards as determined by the chief boiler inspector. The chief boiler inspector shall be notified prior to performance of any work under this subsection.
9. Data report information is not required to submit permit applications.
10. The acceptance of a permit application by the Building Codes Division does not signify that the installation, repair, or alteration is approved. The authorized inspector must approve all installations, repairs, or alterations.