



BPV Repair License Renewal Information

To whom it may Concern,

Please be advised that licenses to perform welded repairs issued by the Division of Boiler and Pressure Vessel Safety must expire concurrently with your National Board "R" stamp certificate. The required fees are:

- \$150 Renewal License
- \$300 Initial License

Please do not send payment with the application. You will be invoiced at a later date.

Along with your application/renewal, we will need the following documentation:

1. A copy of your most recent Nation Board "R" Stamp Certificate of Authorization.
2. A list with the names and addresses of all current officers in the company or organization. Please note that a Post Office Box (P.O. Box) is not acceptable as an address.
3. If an assumed name is to be used, a copy of the Assumed Name Certificate.
4. Evidence of current financial responsibility in a minimum amount of \$300,000 through liability insurance, group insurance, group self-insurance, or retention groups. The Certificate of Insurance shall name the Division of Boiler Safety as a person to be notified in the event of a cancellation or non-renewal. Insurance Certificates of Liability will have to be submitted annually, and you will be sent a reminder prior to the expiration.

We will also need the following information dependent on the type of your organization:

(PLEASE IDENTIFY ON YOUR APPLICATION THE TYPE OF ORGANIZATION)

CORPORATIONS:

1. The name and registered address of the corporation and the name and address of the registered agent.
2. A copy of the Articles of Incorporation bearing the seal of the officer in the jurisdiction where the corporation is organized and whose duty it is to register Corporations under the laws of that jurisdiction. If it is a foreign corporation, a copy of the Certificate of Authority to transact business in this State is also required.



Office of the
Illinois State Fire Marshal
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PARTNERSHIPS:

1. The name of the Partnership and its business address.
2. The names and addresses of all the general partners and an affidavit stating that the partnership has been legally formed.

LIMITED PARTNERSHIPS:

1. A Letter of Authority from the Illinois Secretary of State's Limited Partnership Department and a listing of all limited partners.

You will be invoiced after the application has been reviewed and processed. If you have questions regarding this program or regarding the enclosed material please feel free to contact the Division of Boiler and Pressure Vessel Safety at (312) 814-1342 or (217) 782-2696.

Please note that we will not be able to process the application without all the stated documents.

Sincerely,

Mike Vogel
Division Chief
Division of Boiler and Pressure Vessel Safety