



## WEST VIRGINIA STATE FIRE COMMISSION

OFFICE OF THE STATE FIRE MARSHAL  
1207 Quarrier St, 2<sup>nd</sup> Floor  
Charleston, WV 25301  
(304) 558-2191  
[www.firemarshal.wv.gov](http://www.firemarshal.wv.gov)

## Certification as West Virginia Certified Electrical Inspector

### Documentation necessary to obtain Certification as a WV Electrical Inspector:

1. Valid West Virginia Master Electrician License
2. Proof of passing the applicable National Certification for Construction Code Inspectors

Inspector - Class A – Residential Only:	Test E 1
Inspector - Class B – All Structures:	Test E 1 & E 2
Inspector - Class C – All Structures + Plans Review:	Test E 1 & E 2 & E 3

#### Exam Administrator:

International Code Council – ICC - 5203 Leesburg Pike, Suite 600; Falls Church, VA 22041,  
1-888-ICC-SAFE (422-7233); website [www.iccsafe.org](http://www.iccsafe.org).

3. Copy of a valid WV business license issued by the WV Department of Tax and Revenue
4. Proof of professional liability insurance (errors and omissions) in the amount of no less than \$1,000,000.00
5. Proof of general liability insurance in the amount of no less than \$750,000.00
6. Completed legible application form.
7. Check or money order payable to “WVSFMO” for \$100.00

### **Renewal:**

Certification will come up for renewal every year. Renewal notices are mailed approximately 60 days prior to the expiration date. It is the licensee’s responsibility to ensure renewal of the certification. Please contact the division if you have a change of address. Failure to receive a renewal notice does not excuse non-renewal. Renewal fee is \$100.00.

### **Continuing Education Requirement:**

In order to qualify for renewal each licensee shall complete a minimum of 14 continuing education units every year upon renewal of his or her license.

You may view the legislative rule governing the certification of home inspectors at  
<http://www.firemarshal.wv.gov/Laws/Pages/default.aspx> : Title 103 Series 1



**Submit all documentation to:**

WV Fire Marshal  
1207 Quarrier St  
Charleston, WV 25301

For further information, please contact us at 304-558-2191

## Application for Certification as WV Electrical Inspector

<b>Request for Certification as</b>				
<input type="checkbox"/> Electrical Inspector Class A – One and Two Family Dwellings only				
<input type="checkbox"/> Electrical Inspector Class B – All Structures				
<input type="checkbox"/> Electrical Inspector Class C – All Structures & Plans Review				
<b>Applicant Information</b>				
Last Name		First Name		M Int
Mailing Address				
Home Phone		Cell Phone		
E-Mail Address				
WV Master License #		Work Phone		
Employer Name				

### Insurance Information

***!!!! You must submit copy of your insurance declaration page !!!!***

- I carry the required amount of professional and liability insurance
- My employer carries the required amount of professional and liability insurance  
Please submit letter of employment with your application

### Statement

I hereby certify that the information contained on this application is true and complete to the best of my knowledge. I have attached all necessary documents indicating successful completion of the required examinations. I understand that any false or misleading information may result in failure to obtain licensure or subsequent revocation of my license.

Applicant Signature : \_\_\_\_\_ Date: \_\_\_\_\_