



# TEXAS DEPARTMENT OF LICENSING & REGULATION

P.O. Box 12157 • Austin, Texas 78711-2157

[www.tdlr.texas.gov](http://www.tdlr.texas.gov)

## BOILER INSPECTOR COMMISSION APPLICATION INSTRUCTIONS

The application must be completed and signed by the applicant. An application is not considered complete and will not be processed until all required items have been submitted. Attachments must be submitted on separate pieces of single-sided, 8½" x 11" paper.

**DOCUMENTS SUBMITTED WITH YOUR APPLICATION WILL NOT BE RETURNED. KEEP A COPY OF YOUR COMPLETED APPLICATION, ALL ATTACHMENTS, AND YOUR CHECK OR MONEY ORDER.**

1. NAME – Write your legal name as it will appear on your license. (Last, First, Middle Name, Suffix) Examples of a suffix include Jr., Sr., and III. (Mr. is not a suffix.)
2. DATE OF BIRTH – Write your birthdate.
3. GENDER – Select whether you are male or female.
4. SOCIAL SECURITY NUMBER – Social Security number disclosure is required by Section 231.302(1) of the Texas Family Code in order to obtain a license. Your social security number is subject to disclosure to an agency authorized to assist in the collection of child support payments. For more information regarding child support payments, contact the Texas Attorney General at:  
  
[www.texasattorneygeneral.gov/child-support](http://www.texasattorneygeneral.gov/child-support) or call (512) 460-6000 or (800) 252-8014
5. MAILING ADDRESS – Write your current mailing address. This is the address where we will send you mail. This address can be a post office box. You can add the zip plus-4 to help the postal service deliver mail more efficiently and accurately.
6. PHONE NUMBER -- Write a phone number, including the area code, where we can reach you during the day. This may be your office phone number where we can leave a message.
7. EMAIL ADDRESS – Write the email address. Please provide an email address that can receive license information and required notices from the department. The email address provided is subject to public disclosure and will be available on the TDLR website.
8. CRIMINAL HISTORY – Indicate if you have ever been convicted of, or placed on deferred adjudication for, any misdemeanor or felony, other than a minor traffic violation. If YES, complete and attach a Criminal History Questionnaire for each offense. This form can be obtained from the TDLR website at [www.tdlr.texas.gov/MISC/lic002.pdf](http://www.tdlr.texas.gov/MISC/lic002.pdf)  
If you are worried your criminal history could prevent you from getting this license, Texas allows you to have your criminal history evaluated before submitting your application and non-refundable fees. To request a criminal history evaluation, submit a Criminal History Evaluation Letter, a completed Criminal History Questionnaire form for each crime you were convicted of, or placed on deferred adjudication for, and pay a \$25 fee. You can find more information on the process and download the necessary forms on the TDLR website at [www.tdlr.texas.gov/crimHistoryEval.htm](http://www.tdlr.texas.gov/crimHistoryEval.htm)
9. DISCIPLINARY ACTION HISTORY – Indicate if you have ever had an occupational license, certification, or registration suspended, revoked, or denied in any state. If you have, complete and attach a Disciplinary Action Questionnaire for each disciplinary action. This form can be obtained from the TDLR website at [www.tdlr.texas.gov/misc/Disciplinary Action Questionnaire.pdf](http://www.tdlr.texas.gov/misc/Disciplinary%20Action%20Questionnaire.pdf)
10. HAVE YOU EVER PASSED A JURISDICTION EXAMINATION TO BECOME A BOILER INSPECTOR - Indicate if you have taken and passed a written boiler inspector examination from another jurisdiction. If YES, provide the name of the jurisdiction administering the exam and the date of the exam.
11. HAVE YOU EVER BEEN ISSUED A BOILER INSPECTOR COMMISSION OR CERTIFICATE OF COMPETENCY - Indicate if you have been issued an inspector commission or certificate of competency. If YES, provide the commission or certificate number, original date of issue, expiration date and the name of the issuing jurisdiction. Note: After proper investigation, the executive director may accept an inspection commission issued to a person by any other jurisdiction that has a written examination equal to that of Texas.
12. STATEMENT OF APPLICANT - Carefully read the statement of applicant before you sign and date your application.
13. EMPLOYER'S STATEMENT - This section must be completed by your authorized inspection agency employer.

**APPLICATION INFORMATION FOR MILITARY SERVICE MEMBERS, MILITARY VETERANS AND MILITARY SPOUSES**

The Texas Department of Licensing and Regulation recognizes the contributions of our active duty military service members, their spouses, and veter-ans. If you want to use one of the licensing options available to military service members, military veterans and military spouses, please complete the Military Service Member, Military Veteran or Military Spouse Supplemental Application (TDLR form MIL001) and attach it with your license application. The form is located on the TDLR website at: <http://www.tdlr.texas.gov/misc/militarysupplemental.pdf>.

If you have additional questions about qualifications, training or experience requirements relating to occupation licensing for military service members, military veterans or military spouses please go to the TDLR Military Information web page at: <http://www.tdlr.texas.gov/military.htm>.

**SEND YOUR COMPLETED APPLICATION AND REQUIRED DOCUMENTS TO:**

Texas Department of Licensing and Regulation  
P.O. Box 12157  
Austin, TX 78711-2157

Documents submitted with your application will not be returned. Keep a copy of your completed application, all attachments, and you check or money order. Do not send cash.

For additional information and questions, please visit the Texas Department of Licensing & Regulation website at [tdlr.texas.gov](http://tdlr.texas.gov) or reach Customer Service via webform where you can submit your request for assistance and include attachments needed at <https://tdlr.texas.gov/help> or (800) 803-9202 [in state only], (512) 463-6599, Relay Texas-TDD: (800) 735-2989 or Fax: (512) 463-9468. Customer Service Representatives are available Monday through Friday 7:00 a.m. until 6:00 p.m. Central Time (excluding holidays).



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## BOILER INSPECTOR COMMISSION APPLICATION

DO NOT WRITE ABOVE THIS LINE

YOU MUST MEET ALL REQUIREMENTS WITHIN 12 MONTHS OF THE FILING DATE, OR THE APPLICATION WILL BE TERMINATED.

ALL INFORMATION MUST BE TYPED OR PRINTED

APPLICATION FEE: \$50 (FEE IS NON-REFUNDABLE)

**1. Name:**

\_\_\_\_\_  
Last, First, Middle Name, Suffix (JR, SR, III)

**2. Date of Birth:**

\_\_\_\_\_  
Month /Day/Year

**3. Gender:**

Male  Female

**4. Social Security Number:**

(See instruction sheet for disclosure information) \_\_\_\_\_

**5. Mailing Address:** (P.O. box can be used for this address)

\_\_\_\_\_  
P.O. Box, Number, Street Name/Apartment Number, City, State, Zip Code

**6. Phone Number:**

\_\_\_\_\_  
Area Code Phone Number

**7. Email Address:**

\_\_\_\_\_  
Email address (ex: johndoe@aol.com) (See instruction sheet for disclosure information)

**8. Have you ever been convicted of, or placed on deferred adjudication for, any misdemeanor or felony, other than a minor traffic violation?**

If YES, complete and attach a Criminal History Questionnaire for each offense.

Yes  No

See instruction sheet for more information

**9. Have you ever had an occupational license, certification or registration suspended, revoked, or denied in any state? If YES, attach a Disciplinary Action Questionnaire to this application for each action. (This does not include your driver license.)**

Yes  No

**10. Have you ever passed a jurisdiction examination to become a boiler inspector?**

If YES, complete the following:

Yes  No

Name of Jurisdiction: \_\_\_\_\_ Date of Exam: \_\_\_\_\_

**11. Have you ever been issued a boiler inspector commission or certificate of competency?**

If YES, complete the following:

Yes  No

Number(s) Assigned: \_\_\_\_\_ Original Issue Date(s): \_\_\_\_\_

Expiration Date(s): \_\_\_\_\_ Name of Jurisdiction: \_\_\_\_\_

## 12. STATEMENT OF APPLICANT

By signing and submitting this application, I certify that information submitted on this and any attached documents is true and correct. I further certify that I have read and will comply with all applicable provisions of the Texas Health and Safety Code, Chapter 755; the Boiler Administrative Rules, 16 Texas Administrative Code, Chapter 65; Texas Occupations Code, Chapter 51; and the Texas Commission of Licensing and Regulation Administrative Rules, 16 Texas Administrative Code, Chapter 60. I understand that providing false information on this application may result in revocation, suspension, and/or denial of the commission I am requesting and the imposition of administrative penalties and sanctions.

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Signature of Applicant

**This section must be completed for all applicants by the employer**

I certify that this applicant will be engaged in the following type(s) of inspection activities while under my supervision:

First Day of Applicant's Employment by this Authorized Inspection Agency:

**ASME New Construction**       **Inservice**

\_\_\_\_\_

**Name of Authorized Inspection Agency:**

**Inspection Organization Number Assigned by TDLR:**

\_\_\_\_\_

\_\_\_\_\_

Supervisor's Name: (print name) \_\_\_\_\_ Supervisor's Title: \_\_\_\_\_

Supervisor's Telephone: \_\_\_\_\_ Supervisor's Fax: \_\_\_\_\_

Supervisor's Email Address: \_\_\_\_\_  
See instruction sheet # 7 for disclosure information

On behalf of this Authorized Inspection Agency, I hereby certify that this applicant is employed by this inspection agency. If this commission is issued and if the employment relationship ends, I certify that I will notify the Texas Department of Licensing and Regulation in writing within two business days and will return this applicant's identifying commission card to the department within 30 days.

\_\_\_\_\_  
Supervisor's Signature:

\_\_\_\_\_  
Date Signed