



STATE OF TENNESSEE  
DEPARTMENT OF COMMERCE AND INSURANCE  
DIVISION OF FIRE PREVENTION  
ADMINISTRATIVE SERVICES DIVISION  
PERMITS AND LICENSING UNIT  
500 JAMES ROBERTSON PARKWAY,  
NASHVILLE, TENNESSEE 37243-1159  
(615) 741-1322  
Fax (615) 741-1583

***The following procedures are necessary to become a registered fire extinguisher firm:***

1. Submit to this office a completed application together with a check or money order made payable to the Department of Commerce and Insurance for three hundred fifty dollars (\$350.00). (Please note this includes three hundred dollars for an initial application and a fifty dollar non-refundable application fee.)

You must submit an additional one hundred dollars (\$100.00) for each branch office.

**Please note if you are authorized to perform hydrostatic testing you must submit an additional fifty dollars (\$50.00).**

2. Pursuant to Tenn. Code Ann. §62-32-214 obtain one (1) of the following:
  - a. Surety bond executed by the applicant and a surety company authorized to do business in this State, made payable to the State of Tennessee in the amount of ten thousand dollars (\$10,000.00).
  - b. A federally insured certificate of deposit issued by any financial institution in this state in the amount of not less than ten thousand dollars (\$10,000.00).
  - c. An irrevocable letter of credit issued by any federally insured bank or savings and loan association in an amount of not less than ten thousand dollars (\$10,000.00).
  - d. Written proof of liability insurance coverage provided by a single-limit policy with a limit of not less than one hundred thousand dollars (\$100,000.00) for bodily injury and for damage to property in any one (1) accident. The insurance company must complete and sign the certificate

of insurance form and list the "State of Tennessee, Department of Commerce and Insurance, Permits and Licenses Unit", at the above address, as the certificate holder. This certificate must be forwarded to this office.

3. Each firm must have at least one (1) specialist registered by this office and employed by their firm. Each branch must have at least one (1) specialist registered by this office and employed by their firm. Pursuant to Tenn. Code Ann. §62-32-204 (f).
4. Submit specialist's qualifications (including education and experience) to engage in the business of installing or servicing portable fire extinguishers or fixed fire extinguisher systems. Pursuant to Rule 0780-2-14-.03 (1) (b).
5. Submit written consent for representatives of the Division to enter, examine, and inspect stating that the applicant maintains a shop sufficiently equipped to enable the firm to service adequately the portable fire extinguisher and/or fixed fire extinguisher systems which it sells and installs and this inspection must be performed before licensure is granted. Pursuant to Rule 0780-2-14-.03 (1) (a).
6. No person shall be eligible for registration that is not at least eighteen (18) years of age. Pursuant to Rule 0780-2-14-.09 (1).
7. If an applicant for a certificate of registration as a firm seeks authorization to perform hydrostatic testing, the applicant shall demonstrate to the Division's satisfaction that at least one (1) employee of the firm is qualified to provide such service.

***The following procedures are required for qualifying to be a specialist:***

1. Submit completed application with a check or money order made payable to the Department of Commerce and Insurance in the amount of seventy-five dollars (\$75.00). (Please note this includes an individual license fee and a twenty-five dollars (\$25.00) non-refundable application fee).
2. Pursuant to Rule 0780-2-14-.05 (1) (b). Submit certification from a manufacturer's school or other certification program including the type of course and date of completion.
3. Submit a written statement from the firm for which you work, supporting your competency to act as an extinguisher specialist. Pursuant to Rule 0780-2-14-.05 (1) (a).
4. No person shall be eligible for registration that is not at least eighteen (18) years of age. Pursuant to Rule 0780-2-14-.09 (1).
5. Complete and pass State Examination.

**The following procedures are required for qualifying to be a technician:**

1. Submit a completed application with a check or money order made payable To the Department of Commerce and Insurance for thirty dollars (\$30.00). (Please note this fee is non-refundable).
2. Pursuant to Rule 0780-2-14-.06 Submit certification from a manufacturer's school or other certification program including the type of course and date of completion.
3. No person shall be eligible for registration that is not at least eighteen (18) years of age. Pursuant to Rule 0780-2-14-.09 (1)
4. Must work only under the direct supervision of a person holding a valid license as a registered specialist. Pursuant to Tenn. Code Ann. § 62-32-205 (c)
5. Complete and pass State Examination.

**RENEWAL FEES:**

1. An unexpired license or registration may be renewed by paying the required renewal fee to the department before the expiration date of the license or registration.

Firm renewal fee \$200.00  
Branch renewal fee \$50.00  
Hydrostatic Testing renewal fee \$25.00  
Specialist renewal fee \$50.00  
Technician renewal fee \$30.00

2. If a license or registration has been expired for no longer than ninety (90) days, the license or registration may be renewed by paying the required renewal fee and a fee of one half (1/2) of the original fee. Pursuant to Tenn. Code Ann. §62-32-210 (d).

Firm renewal fee plus late fee ( $\$200 + \$150$ ) = \$350.00  
Branch renewal fee plus late fee ( $\$50 + \$25$ ) = \$75.00  
Hydrostatic Testing renewal fee \$25 = \$25.00  
Specialist renewal fee plus late fee ( $\$50 + \$25$ ) = \$75.00  
Technician renewal fee plus late fee ( $\$30 + \$15$ ) = \$45.00

3. If a license or registration has been expired for longer than ninety (90) days but less than two (2) years, the license or registration may be renewed by paying all unpaid renewal fees and a fee that is equal to the

original fee for the license or registration. Pursuant to Tenn. Code Ann. §62-32-210 (d).

Firm renewal fee plus all unpaid renewal fees plus original fee  
 $\$200 + \$300 = \$500.00$

Branch renewal fee plus all unpaid renewal fees plus original fee  
 $\$50 + \$50 = \$100.00$

Hydrostatic Testing renewal fee \$50

Specialist renewal fee plus all unpaid renewal fees plus original fee  
 $\$50 + \$50 = \$100.00$

Technician renewal fee plus all unpaid renewal fees plus original fee  
 $\$30 + \$30 = \$60.00$

If a license or registration has been expired for two (2) years or longer, the license or registration may **NOT** be renewed. A new license or certificate of registration may be obtained by complying with the requirements and procedures for obtaining an original license or registration.



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 Phone (615) 741-1322 – Fax (615) 741-1583

**FIRE EXTINGUISHER TECHNICIAN PERMIT APPLICATION**

PERMIT FEE \$30.00

**NOTE: Please make check or money order payable to the Tennessee Department of Commerce and Insurance**

NAME OF APPLICANT \_\_\_\_\_

HOME ADDRESS OF APPLICANT \_\_\_\_\_

\_\_\_\_\_  
 CITY STATE ZIP CODE COUNTY

TELEPHONE # (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

BIRTH DATE \_\_\_\_/\_\_\_\_/\_\_\_\_ DRIVERS LICENSE # \_\_\_\_\_

NAME OF FIRM \_\_\_\_\_

TN BUSINESS ADDRESS \_\_\_\_\_

\_\_\_\_\_  
 City State Zip Code County

TELEPHONE # (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ FAX # (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Is the firm for which you work a registered fire extinguisher firm? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you completed a course of instruction or study on the installation or service for:

- 1. Portable Fire Extinguishers \_\_\_\_\_ Yes \_\_\_\_\_ No Passed Yes \_\_\_\_\_ No \_\_\_\_\_
- 2. Fixed Fire Extinguishers Systems \_\_\_\_\_ Yes \_\_\_\_\_ No Passed Yes \_\_\_\_\_ No \_\_\_\_\_

Fire Extinguishers Courses Attended: Please List

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

Are you servicing:

Portable fire extinguishers \_\_\_\_\_ Yes \_\_\_\_\_ No Fixed fire extinguishers \_\_\_\_\_ Yes \_\_\_\_\_ No

WHAT IS THE NAME OF THE LICENSED EXTINGUISHER SPECIALIST UNDER WHOSE DIRECT SUPERVISION YOU WILL WORK FOR THE ABOVE FIRM?

\_\_\_\_\_  
 Specialist Name File Number

This application must be accompanied by:

- 1. Proof of completion of course of instruction/study from a manufacturer school or other program (including date and type of course.)
- 2. A written affidavit from the firm for which you work, supporting your competency to act as an extinguisher technician. Pursuant to Rule 0780-2-14.05 (1) (a)
- 3. Application Fee

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

# TESTING MATERIALS

NFPA	010-2007
NFPA	012-2008
NFPA	12A-2004
NFPA	017-2002
NFPA	17A-2002
NFPA(F)	2001-2008
NFPA	096-2008

1-800-344-3555

NFPA BOOKS



**ADMINISTRATIVE SERVICES DIVISION**

**PERMITS AND LICENSES UNIT  
500 JAMES ROBERTSON PARKWAY  
NASHVILLE, TENNESSEE 37243**

**Eligibility Verification for Entitlements Act Attestation Instructions**

**INSTRUCTIONS:** If you are a natural person applying for a license, registration, certification or other benefit you must:

1. Attest, under penalty of perjury, to your status as either a United States citizen, a qualified alien as defined in Tennessee's Eligibility Verification for Entitlements Act, or a foreign national not physically present in the United States, by selecting your status in Part A below signing on the line labeled "Applicant's Signature," printing your name on the line labeled "Printed Name" and putting the current date on the line labeled "Date."

**AND**

**Do one (1) of the following:**

2. If you are claiming United States citizenship, present one (1) of the forms of identification provided for in Part B below. **If you provided your Social Security Number as part of your application for licensure, registration, certificate or other benefit, no additional documentation is required; however, please be aware that efforts may be made to verify any such number.**
3. If you are claiming qualified alien status, you **MUST** present two (2) forms of documentation (front and back) of identity and immigration status, as determined by the United States Department of Homeland Security to be acceptable for verification through the SAVE program, as provided in Part C below. **(Failure to provide two forms of documentation as described will result in a delay to determining eligibility for licensure.)**
4. If you are claiming qualified alien status but you are unable to present two (2) forms of documentation provided for in Part C of this form, then you shall present at least one (1) such document that shall then be verified through the SAVE program.  
or
5. If you are claiming you are foreign national not physically present in the United States, contact the program issuing the license, registration, certification or other benefit for which you are applying to provide such documentation as may be required to verify such status.

**Eligibility Verification for Entitlements Act Attestation**

**Part A. Eligibility Verification for Entitlements Act Attestation**

**I hereby attest under penalty of perjury that I am (select one):**

\_\_\_\_\_ A United States citizen;

\_\_\_\_\_ A qualified alien as defined in Tenn. Code Ann. § 4-58-102;<sup>1</sup>  
**Driver's license and Social Security card are not acceptable documentation under part C below.**

\_\_\_\_\_ A foreign national not physically present in the United States. Further, I understand that should I ever become physically present in the United States while I hold this license, registration, certification or other benefit I agree to immediately contact the issuing agency and provide documentation to confirm my status as a qualified alien.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

**Submitting false information or omitting pertinent or material information in connection with this application or any violation of the Eligibility Verification for Entitlements Act may result in the revocation of any license, registration, certification or other benefit issued to the applicant. A person who willfully makes a false, fictitious or fraudulent statement or representation of United States citizenship may be prosecuted under 18 U.S.C. § 911 and/or the False Claims Act, T.C.A. §§ 4-18-101, *et seq.***

<sup>1</sup> Qualified alien means "A qualified alien as defined by 8 U.S.C. § 1641(b)" or "An alien or nonimmigrant eligible to receive state or local public benefits under 8 U.S.C. § 1621(a)." Pursuant to those statutes, this includes, but is not necessarily limited to:

- An alien who is lawfully admitted for permanent residence under the Immigration and Nationality Act [8 U.S.C. § 1101 *et seq.*];
- An alien who is granted asylum under section 208 of the Immigration and Nationality Act [8 U.S.C. § 1158];
- A refugee who is admitted to the United States under section 207 of the Immigration and Nationality Act [8 U.S.C.A. § 1157];
- An alien who is paroled into the United States under section 212(d)(5) of the Immigration and Nationality Act [8 U.S.C. § 1182(d)(5)] for a period of at least 1 year;
- An alien whose deportation is being withheld under section 243(h) of the Immigration and Nationality Act [8 U.S.C. § 1253] (as in effect immediately before the effective date of section 307 of division C of Public Law 104-208) or section 241(b)(3) of the Immigration and Nationality Act [8 U.S.C. § 1231(b)(3)] (as amended by section 305(a) of division C of Public Law 104-208);
- An alien who is granted conditional entry pursuant to section 203(a)(7) of the Immigration and Nationality Act [8 U.S.C. § 1153(a)(7)] as in effect prior to April 1, 1980;
- An alien who is a Cuban and Haitian entrant (as defined in section 501(e) of the Refugee Education Assistance Act of 1980);
- A nonimmigrant under the Immigration and Nationality Act [8 U.S.C. §§ 1101, *et seq.*];
- An alien who is paroled into the United States under section 212(d)(5) of the Immigration and Nationality Act [8 U.S.C. § 1182 (d)(5)] for less than one year.

**Eligibility Verification for Entitlements Act Additional Required Documentation**

**Part B. If you are claiming United States citizenship, you must present one (1) of the following:**

- A valid Tennessee driver license or photo identification license issued by the Department of Safety;
- A valid driver license or photo identification license from another state where the issuance requirements are at least as strict as those in Tennessee, as determined by the Department of Safety;
- An official birth certificate issued by a state, jurisdiction or territory of the United States, including Puerto Rico, United States Virgin Islands, Northern Mariana Islands, American Samoa, Swains Island, or Guam; provided that Puerto Rican birth certificates issued before July 1, 2010, shall **not** be recognized;
- A United States government-issued certified birth certificate;
- A valid, unexpired United States passport;
- A United States certificate of birth abroad (DS-1350 or FS-545);
- A report of birth abroad of a citizen of the United States (FS-240);
- A certificate of citizenship (N560 or N561);
- A certificate of naturalization (N550, N570 or N578);
- A United States citizen identification card (I-197, I-179);
- Any successor document of those listed at Tenn. Code Ann. §§ 4-58-103(c)(4)-(9); or
- **A social security number that may be verified with the Social Security Administration in accordance with federal law (if you provided your social security number as part of your application for licensure, no additional documentation is required; however, please be aware that efforts may be made to verify any such number).**

**Part C. If you are claiming qualified alien status, you must present two (2) forms of documentation of identity and immigration status, as determined by the United States Department of Homeland Security to be acceptable for verification through the SAVE program. Such forms of identification may include:**

- I-327 (Reentry Permit);
- I-551 (Permanent Resident Card);
- I-571 (Refugee Travel Document);
- I-766 (Employment Authorization Card);
- Certificate of Citizenship;
- Naturalization Certificate;
- Machine Readable Immigrant Visa (with Temporary I-551 Language);
- Temporary I-551 Stamp (on passport or I-94);
- Unexpired Foreign Passport;
- WT/WB Admission Stamp in Unexpired Foreign Passport
- I-20 (Certificate of Eligibility for Nonimmigrant (F-1) Student Status);
- DS-2019 (Certificate of Eligibility for Exchange Visitor (J-1) Status);
- Any other document determined by the U.S. Department of Homeland Security to be acceptable through the Systematic Alien Verification for Entitlements (SAVE) program created pursuant to the federal Immigration Reform and Control Act of 1986.

**Part D. If you are claiming qualified alien status, but you are unable to present two (2) forms of documentation as described in Part C, then you shall present at least one (1) such document as described in Part C, which shall then be verified through the SAVE program.**

**Part E. If you are claiming that you are a foreign national not physically present in the United States, please contact the program issuing the license, registration, certification or other benefit for which you are applying to provide such documentation as may be required to verify such status.**