



# Boiler Operator License Application

Rev.20250130

## Part 1 – Applicant Information

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone Number(s): (work) \_\_\_\_\_ (other) \_\_\_\_\_

Email Address: \_\_\_\_\_

## Part 2 – License Type

- |  |  |
|--|--|
| <input type="checkbox"/> 1 <sup>st</sup> Class Boiler Operator | <input type="checkbox"/> Low-Pressure Boiler Operator          |
| <input type="checkbox"/> 2 <sup>nd</sup> Class Boiler Operator | <input type="checkbox"/> Small High-Pressure Boiler Operator   |
| <input type="checkbox"/> 3 <sup>rd</sup> Class Boiler Operator | <i>(Examination Fees are \$110 plus a 2.5% Technology Fee)</i> |

## Part 3 – Trainer Information

*Use this section to identify information about the Boiler Operator who trained you.*

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**License held by Trainer:** \_\_\_\_\_

## Part 4 – Licenses Held

*Please identify licenses you currently or previously held and attach copies to this application.*

License Type and Class: \_\_\_\_\_ Issued By: \_\_\_\_\_ Expiration: \_\_\_\_\_

License Type and Class: \_\_\_\_\_ Issued By: \_\_\_\_\_ Expiration: \_\_\_\_\_

## Part 5 – Education

*Identify any specialized education you have concerning the operation and/or maintenance of boilers and physical equipment:*

School: \_\_\_\_\_ Dates: \_\_\_\_\_

Course Title: \_\_\_\_\_

## Part 6 – Experience

List all boiler operating experience, beginning with your current position, and working backwards. Attach additional sheet if necessary.

Employer: \_\_\_\_\_ Phone: \_\_\_\_\_

Street Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Employed from: \_\_\_\_\_ to \_\_\_\_\_ Job Title: \_\_\_\_\_

**Boiler Manufacturer:** \_\_\_\_\_ **Boiler Input:** \_\_\_\_\_

**Operating Pressure:** \_\_\_\_\_

Employer: \_\_\_\_\_ Phone: \_\_\_\_\_

Street Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Employed from: \_\_\_\_\_ to \_\_\_\_\_ Job Title: \_\_\_\_\_

**Boiler Manufacturer:** \_\_\_\_\_ **Boiler Input:** \_\_\_\_\_

**Operating Pressure:** \_\_\_\_\_

## Part 7 – Experience Verification

I CERTIFY UNDER OATH that \_\_\_\_\_ has had \_\_\_ years and \_\_\_ months of full-time experience in the boiler room operating a boiler \_\_\_ hours per day, \_\_\_\_\_ days per week, and has been properly trained by a licensed boiler operator.

**Supervisor's Signature and Title:** \_\_\_\_\_

## Part 8 – Oath of Application

I CERTIFY UNDER OATH that at submittal of application, I will have paid the examination fee which I understand cannot be refunded; that I understand 60 days must elapse before I can repeat this test should I not pass; and that all statements I have made herein are true and complete to the best of my knowledge and belief.

**Applicant's Signature:** \_\_\_\_\_

The Development Services Center is responsible for the examination and licensing of persons operating vessels under the Boiler and Pressure Vessel Code in accordance with the Spokane Municipal Code.

**There are five (5) classes of license; their fees and minimum requirements are:**

**1st Class Boiler Operator (1stC)**

**\$110 exam; \$55 annual license**

Two (2) years of practical experience as a boiler operator with eighteen (18) months of that experience in a high pressure plant; or, certification from a recognized school of technology devoted to steam engineering and one (1) year of practical experience as a boiler operator. This license authorizes the holder to operate any and all boilers.

**2nd Class Boiler Operator (2ndC)**

**\$110 exam; \$55 annual license**

One (1) year of practical experience as a boiler operator in a high-pressure plant. The license authorizes the holder to operate a steam plant not exceeding 8,000,000 BTU input or to act and operate as assistant operator to a 1st Class Boiler Operator.

**3rd Class Boiler Operator (3rdC)**

**\$110 exam; \$55 annual license**

One (1) year of practical experience as a boiler operator. This license authorizes the holder to operate a steam plant not exceeding 4,000,000 BTU input or to have charge of an opposite shift to a 2nd Class Boiler Operator.

**Small High-Pressure Boiler Operator (SHPB)**

**\$110 exam; \$55 annual license**

No experience required; applicant must be 18 years old. This license authorizes the holder to operate a small high-pressure boiler not to exceed 800,000 BTU input or 150 PSI.

**Low-Pressure Boiler Operation (LPB)**

**\$110 exam; \$55 annual license**

No experience required; applicant must be 18 years old. This license authorizes the holder to operate any low -pressure boiler not to exceed 15 lbs (steam) or not to exceed 160 PSI and/or 250 degrees Fahrenheit (water).

***Please contact the Boiler Inspector at 509-625-6313 or [elanderson@spokanecity.org](mailto:elanderson@spokanecity.org) for scheduling.***

**Applying for Your License**

To take the exam, please submit this completed application and \$110 exam fee to the Development Services Center by the Monday before the exam date. Applying for exams can also be accomplished through our online permit by creating an account, *which will be required for renewing your license*, though our online permit system. ([aca.spokanepermits.org](http://aca.spokanepermits.org))

Once you apply, you'll have **three months to take the exam**. If the exam has not been taken within that time, a new application and exam fee will be required. Exams are scored immediately, and upon request, your permanent license can be printed and mailed to you.

**For failed examinations**, 60 days must pass before re-applying and paying a new exam fee to retake the test.

**License Expiration & Renewal**

All licenses **expire on December 31st** each year. For those that pass their license examination after September 30th, their first license will be valid for both the current year and the following year. If you pass the exam on or before September 30th, your license will be valid through the remainder of the current year.

To ensure a smooth **renewal process**, please keep your contact information up to date through your online, City of Spokane Permit & Licensing, account. Each November, a renewal notification will be sent to your registered email as your reminder for the need to pay the annual licensing fee by December 31st to keep your license active for another year.