



**West Virginia State Fire Marshal's Office**  
Regulatory and Licensing  
1700 MacCorkle Ave SE, 4<sup>th</sup> Floor North  
Charleston, WV 25314  
(304) 558-2191  
[firemarshal.wv.gov](http://firemarshal.wv.gov)

## Licensure for Fire Protection Workers

Type of License	Qualification Requirements
Fire Protection Layout Technician	NICET Level III Required – Must include copy of your certificate of completion.
Journeyman Sprinkler Fitter (Installs, adjusts, repairs, and dismantles fire protection systems. This license <b>does not</b> qualify holders to certify sprinkler systems.)	2,000 hrs. of work experience installing, adjusting, repairing, and dismantling fire protection systems. Must provide proof of work experience with application.
Engineered Fire Suppression System Installer	Certifications from all specific manufacturers authorizing the applicant to install, alter, extend, maintain, or repair their systems.
Engineered Fire Suppression System Technician	Certifications from all specific manufacturers authorizing the applicant to maintain or repair engineered suppression systems.
Pre-Engineered Fire Suppression System Installer	Must provide a copy of certifications from all specific manufacturers authorizing the applicant to install, maintain, alter, extend, layout or repair a pre-engineered suppression system.
Pre-Engineered Suppression System Technician	Must provide a copy of certifications authorizing the applicant to maintain or repair a pre-engineered suppression system.
Portable Fire Extinguisher Technician	Certified in accordance with NFPA 10 – Must provide copy of certification with application.

**NOTE: IF YOU HAVE AN INSTALLER LICENSE, YOU DO NOT NEED THE TECHNICIAN LICENSE**

**Licensure Process:** Complete the application and submit along with a **copy** of the required **documentation** (DO NOT SEND ORIGINALS), the **application fee & the license certification fee** (payable via check or money order to **WVSFMO**) to:

West Virginia State Fire Marshal's Office  
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Charleston, WV 25314

## LICENSE FEES

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**Please circle license types and fees and return this page with application.**

	1 YEAR	3 YEARS
Journeyman Sprinkler Fitter	\$100	\$175
Fire Protection Layout Technician		
Pre-Engineered Fire Suppression System Installer	\$50	\$100
Engineered Fire Suppression System Installer		
Pre-Engineered Suppression System Technician	\$25	\$50
Engineered Fire Suppression System Technician		
Portable Fire Extinguisher Technician	\$50	\$100

**APPLICATION FEE: IN ADDITION TO THE LICENSE FEE, A NON-REFUNDABLE APPLICATION FEE OF \$50 IS REQUIRED WITH EACH APPLICATION.**

### **Renewal:**

Licensure will expire either annually or every three years based upon initial licensure date. As a courtesy, renewal notices are mailed approximately 90 days prior to the expiration date so please contact the division if you have a **change of address**. Failure to receive a renewal notice does not excuse non-renewal. **It is the licensee's responsibility to ensure renewal of the license prior to expiration. If you fail to renew your license, you are required to resubmit a new application, supporting documentation, and required application and license fees.**



Office Use Only	
Approved On:	
By:	
Lic:	

## Application for Fire Protection Worker License

### Applicant Information

Last Name		First Name		M Int	
Mailing Address					
Home Phone		Work Phone			
E-Mail Address					
Last 4 SS#		Date of Birth			
Employer					
Employer Mailing Address					
Employer Phone #					

- ☐ Fire Protection Layout Technician
- ☐ Journeyman Sprinkler Fitter
- ☐ Engineered Suppression Systems Installer
- ☐ Engineered Suppression Systems Technician
- ☐ Pre-Engineered Suppression Systems Installer
- ☐ Pre-Engineered Suppression Systems Technician
- ☐ Portable Fire Extinguisher Technician

### Affidavit

By signing this application, I swear and affirm that the required documentation and information submitted in and with this application is true in every respect. I fully understand that any false or misleading information may result in denial of licensure or revocation of any license obtained by providing false information. I also fully understand that by submitting fraudulent documentation or information, that I may face other penalties under law. I hereby give permission to the Office of The West Virginia State Fire Marshal to contact any employer or school provided on this application to verify the information provided by the applicant is accurate. Being qualified, according to the provisions of Chapter 29, Article 3D, Code of West Virginia, I hereby make application for licensure.

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

Date: \_\_\_\_\_