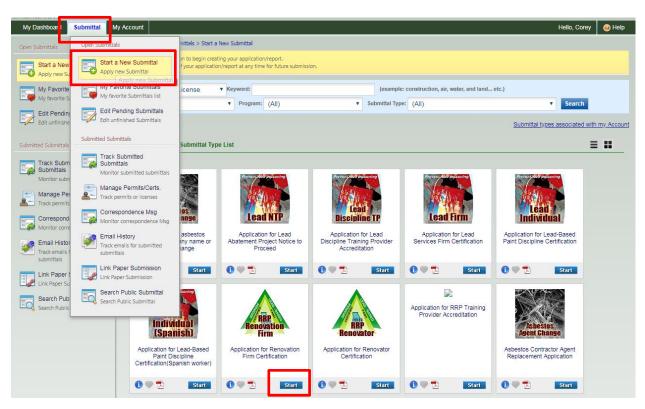
Note: RRP Firm Certificates expire 12 months from the date of issuance (\$125) or 3 years from the date of issuance (\$300).

Step 1a: Things you will need to fill out this application:

- The fee payment for the application
- Step 1b: Verify you have a GEOS account. If not, you must first create one. Follow the steps in the GEOS Account Creation User Guide.

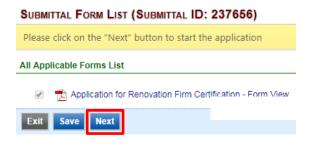
Step 2: Create the Submittal (i.e. Application).

"Submittal" \rightarrow "Start a New Submittal" \rightarrow "Start" on the correct Application Type (i.e. Application for Renovation Firm Certificate)



Click "Next" button

Note: save your data entries at the end of each page before clicking the next button.



Step 3: Fill out the application. This is just data entry.

Note: Choose the "Discipline" for your Certificate. Also, if this is an Initial Certificate you will need the Third Party Exam date for application.

APPLICATION FOR RENOVATION FIRM CERTIFICATION (SUBMITTAL ID: 237656)

Please fill out the form below.

Don't forget to click the save button or green check mark 🖌 for tables to save your input!

I. Renovation Firm Information

| * 1-Year or 3-Year Certification * 1-Year • 1-Year • 3-Year • | Initial or Renewal nitial 🔻 | Date on Check | |
|--|--------------------------------|---------------------|--|
| Check Number | | Check Amount | |
| ★ Firm Name | | * Contact Person | |
| * Firm Address | | | |
| * Firm City | * State * Zip |) | |
| ★ Firm Phone Number | GA 🔻 | er | |
| ★ Firm E-Mail Address | Website A | Address | |
| . Company Owner/President Informat | tion | | |
| ★ Owner/President First Name | * Owner/Presid | ent Last Name Title | |
| Cell Phone Number | * E-mail Addres | \$\$ | |
| I. Renovation Firm Disclosure Inform | ation | | |

| Evit | Save | Previous | Nevt |
|------|------|----------|------|
| LAIL | Sure | Tremous | REAL |

If there were supporting documents, such as a disclosure form upload here, upload here. If not, click "Next"

| ATTACHMENT (SUBMITTAL ID: 237656) |
|---|
| To include your attachment(s), click on the "Upload" button and follow the instructions to upload. |
| "Upload" button can be clicked multiple times to attach multiple files under each category. |
| Attachment |
| The maximum file size allowed is 1MB. Please make sure the file you want to upload is smaller than 1MB. |
| |
| Other Supporting Documents (Optional) Online Mail Other N/A |
| Exit Save Previous Next |

Note: Make sure you have green check marks on all needed attachments. Click "Next"

| al Application - Form View |
|----------------------------|
| al Application - Form View |
| |
| |
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| |
| |
| |
| |

Enter payment information.

| PAYMENT (SUBMITTAL ID: 237656) |
|---|
| Select a payment method; provide the required information and then click on the NEXT button below. |
| Outstanding Balance |
| Application for Renovation Firm Certification (View Fee Schedule) RRP RRP - Firm Fees |
| Payment Method |
| |
| Fee Amount: |

| Amount Due: | \$300.00 |
|--|----------|
| TOTAL PAYABLE: | \$300.00 |
| Payment Method: Check Check/Money Order/Coupon No.: 123 Comment: | |
| | li li |
| Exit Previous Next | |

\$300.00

click "Submit"

SUBMIT SUBMITTAL (APPLICATION ID: 237656)

| | ck box below Certification of Submission if you agree with the terms of use described herein and then click on the SUBMIT button at the bottom of t te your Submittal. |
|------------------|---|
| Disclaimer | |
| evolving area, a | m, its agencies, officers, or employees would dedicate their bests to protect your confidential information. However personally identifiable information privacy is a new and nd despite dedicated efforts, some mistakes and misunderstandings may result. The visitor proceeds to any external sites at their own risk. GA EPD and GEOS system mpany specifically disclaim any and all liability from damages which may result from the accessing the web site, or from reliance upon any such information. |
| Submit | |
| | |

Print Confirmation Page for your records.

| CONFIRMATION OF S | UBMITTAL | | | |
|--|--|-------------------------------------|-------------|-----------------|
| Your application has l Check your account, Thank you for using the | been received and v email and text mess | | | us mile stones. |
| Please click HERE to pr | rint your receipt. | | | |
| 027656 / | | 0.1.10.1007 | | |
| ubmittal ID: 237656 (F Submitted By: | Please remember the | e Submittal ID for an Owner Info | | ces.) |
| Ashley Aspinwall GA EPD 4244 International Pkwy 4244 International Pkwy Suite 104 Attanta GA 30354 | | | | |
| Facility / Property Name: | N/A | | | |
| Collected by: | | | | |
| paper submission | | | | |
| Form Detail | | | | |
| Application for Re | novation Firm Certifica | ation | | |
| Attachment Detail | | | | |
| Other Supporting Doc | cuments (Optional) | | | |
| Payment Detail | | | | |
| Processing Fee | Convenience Fee | Payment Method | Paid Amount | Date Paid |
| - | - | Check | \$0.00 | 05/09/2018 |
| Total Amount Due: | \$300.00 | | | |
| | | | | |

Now EPD must review your application and supporting documents. When it has been approved the Certificate of License will be available to you for printing from you GEOS Dashboard.