Note: RRP Renovator Certificates expire 3 years from the date of the training class (\$150).

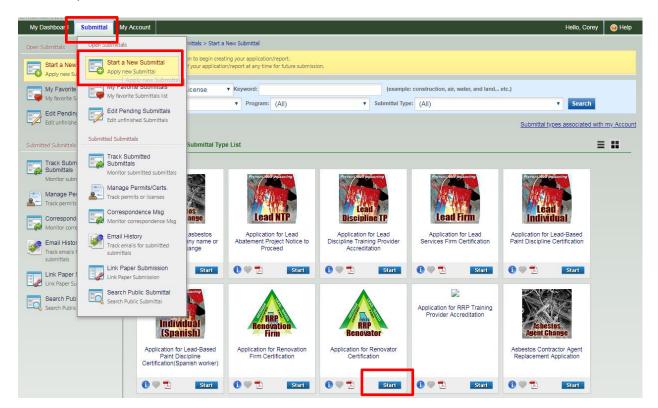
Step 1a: Things you will need to fill out this application:

- ☐ The fee payment for the application
- ☐ The proper supporting documents are attached. Note: Documents must be scanned into the "Submittal".
 - Color Passport Photo Note: Scan photo in as a JPEG under the exact file name, "First Last ID Card Photo"
 - If it's an INITIAL application it must include:
 - o Initial Training Certificate
 - If it's a RENEWAL application it must include:
 - Refresher Training Certificate

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.

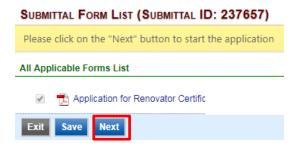
Step 2: Create the Submittal (i.e. Application).

"Submittal" → "Start a New Submittal" → "Start" on the correct Application Type (i.e. Application for Renovator 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: Use the drop down menus when available.

APPLICATION FOR RENOVATOR CERTIFICATION (SUBMITTAL ID: 237657) 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. Applicant Information ○ Initial - \$150 for 3 years ○ Renewal - \$150 for 3 years ○ Provisional - \$300 for 1 year This application cannot be used for a Lead Inspector, Lead Risk Assessor, Lead Worker, Lead Project Designer, or Lead Supervisor. * Applicant First Name * Applicant Last Name Title * Applicant Home Address Applicant Home City * State **≭** Zip GA ▼ * Applicant Date of Birth * Gender * Height - Feet * Inches * Weight (Lbs) Male **Home Phone Number Cell Phone Number** * E-Mail Address Current RRP Discipline Certification Number II. Renovation Firm Information Same as Applicant Information? Exit Save Previous Next

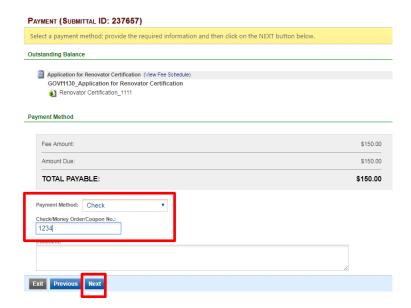
If there were supporting documents, such as a training certificate or a picture, upload here. If not, click "Next"



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

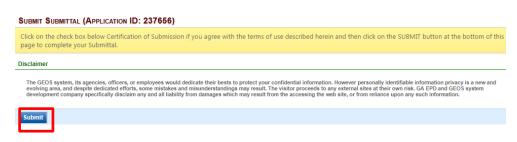


Enter payment information.

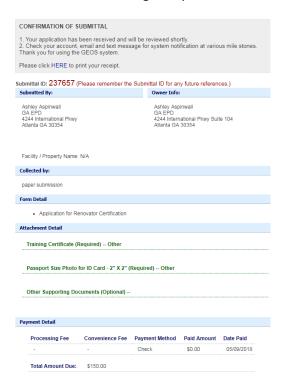


GEOS -RRP Renovator Application (Initial or Renewal)

click "Submit"



Print Confirmation Page for your records.



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.