



9. Do you hold a membership in either a national or state professional home inspectors association, which may qualify you for a certification because the requirements for such membership are equal to or exceed the requirements for certification in Virginia?
- No
- Yes  If yes, complete a *Home Inspector Association Membership Form* (completed by the association) and attach to this application.

10. Which of the following methods of certification are you using to qualify for a Virginia Home Inspectors Certification?
- High school graduate (or equivalent); 35 contact hours of instruction and 100 home inspections
- High school graduate (or equivalent); 35 contact hours of classroom instruction and 50 certified home inspections under the direct supervision of a certified home inspector
- High school graduate (or equivalent); 70 contact hours of instruction and 50 home inspections
- High school graduate (or equivalent); 70 contact hours of instruction and 25 certified home inspections under the direct supervision of a certified home inspector
- High school graduate (or equivalent); 10 years of experience as a home inspector and a minimum of 250 home inspections completed

\*Note: No more than half of the required hours of instruction courses may be completed using distance or online education technology.

**Required Documentation:** Attach a copy of a high school diploma/transcript (or equivalent); a training certificate/letter providing information of successful completion of the required contact hours of instruction listed above and a completed Experience Verification Form. If home inspections were completed under the direct supervision of a certified home inspector, the Certified Inspector must certify applicant's experience.

11. Have you successfully completed a Board-approved examination for Home Inspectors?

No

Yes  If yes, please provide date of examination and exam vendors name below.

Exam Date \_\_\_\_\_ Exam Vendor Name \_\_\_\_\_

**Required Documentation:** Attach a copy of a certificate/letter of successfully passing the Board-approved examination.

12. Have you obtained a general liability insurance policy for a minimum amount of \$250,000?

No

Yes  If yes, please provide a copy of the policy along with this application. The *applicant's name* must be listed as the policy holder.

13. Have you ever been subject to a disciplinary action taken by any (including Virginia) local, state or national regulatory body?

No

Yes  If yes, provide a certified copy of the final order, decree or case decision by a court or regulatory agency with lawful authority to issue such order, decree or case decision.

14. Have you ever been convicted in any jurisdiction of **any misdemeanor or felony**? *Any guilty plea or plea of nolo contendere must be disclosed on this application. Do not disclose violations that were adjudicated as a minor in the juvenile court system.*

No

Yes  If yes, list the **misdemeanor and/or felony**. Attach your original criminal history record\* a certified copy of the final order, decree, or case decision by a court or regulatory agency with lawful authority to issue such order, decree, or case decision; and any other information you wish to have considered with this application (i.e., information on the status of incarceration, parole or probation; reference letters; documentation of rehabilitation).

\* Original criminal history record may be obtained by contacting the Virginia State police. Applicants with convictions from other jurisdictions, other than Virginia; must provide an original official criminal history record from each state/jurisdiction in which they have been convicted. Virginia residents may request complete criminal records from the Virginia State Police at [www.vsp.virginia.gov](http://www.vsp.virginia.gov) or by phone at 804-674-6718.

15. I, the undersigned, certify that the foregoing statements and answers are true, and I have not suppressed any information that might affect the Board's decision to approve this application. I certify that I will notify the Department if I am subject to any disciplinary action or convicted of a felony or misdemeanor (in any jurisdiction) prior to receiving the requested certification. I certify that I have read, understood and complied with all the laws of Virginia under the provisions of Title 54.1, Chapters 1, 2, 3, and 5, of the *Code of Virginia* and the *Virginia Board for Asbestos, Lead and Home Inspectors Regulations*.

Signature \_\_\_\_\_ Date \_\_\_\_\_