



South Carolina Department of Labor, Licensing and Regulation
South Carolina Building Codes Council
110 Centerview Dr • Columbia • SC • 29210
P.O. Box 11329 • Columbia • SC • 29211-1329
Phone: 803-896-4688 • contact.bcc@llr.sc.gov • Fax: 803-704-6772
llr.sc.gov/bcc

**BUILDING CODES COUNCIL
PAYMENT REIMBURSEMENT REQUEST FORM**

This is a pdf fillable form. Please download and save before completing.

This form is intended for registered code enforcement officers who have completed a course or exam as part of a registration certification or required continuing education and wish to seek reimbursement from the Council.

Requests must be submitted within the same fiscal year ending June 30, or reimbursement will not be granted.

The completed Payment Reimbursement Request Form and paid receipt for the course or examination may be submitted:

- Via email to contact.bcc@llr.sc.gov;
- Mailed SC Building Codes Council, PO Box 11329, Columbia, SC 29211; or
- Faxed to (803) 896-4814 Attn: Building Code Council.

Entity to be Reimbursed Information

Name: _____ Reimbursement Amount: _____

SC Vendor Name: _____ SC Vendor Number: _____

Building Code Enforcement Officer Information

Registrant's Name (Participant): _____

BCO Registrant No.: _____

Jurisdiction/County: _____ Position/Title: _____

Email: _____ Phone: _____

Course/Exam Information

Provider: _____

Course/Exam Name: _____

Course/Exam Date(s): _____

Course/Material/Exam Fee: _____