



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: 803-896-4814
 llr.sc.gov/bcc

APPLICATION FOR THIRD PARTY INSPECTION AGENCY

Include with your application:

- Payment in the form of a check or money order (no cash) in the amount of **\$200**. Make checks payable to the SC Building Codes Council. (All fees are non-refundable. A returned check fee of up to \$30, or an amount specified by law, may be assessed on all returned funds.)
- List of inspectors with a list of certifications for each inspector.

FOR OFFICE USE ONLY	
Date Approved	
Approval Number	

AGENCY IDENTIFICATION

Agency Name: _____ Federal ID No.: _____

Agency Address: _____
Street City State Zip

Phone No.: _____ Email: _____

Officer in Charge: _____ Title: _____

Architect/Engineer: _____ SC Registration No.: _____

DOCUMENTS SUBMITTED

- Qualifications to Inspect Equipment and Systems
- Affidavit of Independence
- Affidavit of Disclosure of specific information, as may be required
- Organization Structure
- Education and Qualifications of the Certifying Employees
- Affidavit of Inspection/Testing/Review Frequencies
- Qualifications and Experience in Building Codes
- Quality Control Procedures

SIGNATURES

Principal Officer: _____ Date: _____

Print Name and Title: _____

Application Prepared by: _____ Date: _____

Print Name and Title: _____