



Texas Department of Insurance

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ABBREVIATED GUIDE TO OBTAIN A "SPECIALIZED" LICENSE AND REGISTRATION TO INSTALL UNDERGROUND FIRE SPRINKLER MAINS

GENERAL

In order to install (not design) an underground main for a fire sprinkler system the firm (1) must obtain a "registration" (SCR) from the State Fire Marshal's Office (SFMO) and (2) must employ at least one full-time employee who holds an "RME-Underground License" (RME-U). The RME is the person designated by the firm to be responsible to assure the underground main is planned by a sprinkler firm holding an SCR-General, or a Texas registered professional engineer and installed according to all adopted codes and standards. Other employees of the firm holding an SCR are not required to hold individual licenses.

TO OBTAIN A "CERTIFICATE OF REGISTRATION" (SCR) FOR FIRM

1. submit SFMO application for firm's registration;
<http://www.tdi.texas.gov/forms/sfmfireindustry/SF037sprcofrapp.rtf> or
<http://www.tdi.texas.gov/forms/sfmfireindustry/SF037sprcofrapp.pdf>
2. provide a "Certificate of Insurance" to SFMO; *(signed by Texas agent)*
 - a. for general liability coverage including products and completed operations;
 - b. \$100,000 for bodily injury & property damage;
 - c. \$300,000 aggregate; and
 - d. indicating coverage is for "installation of fire sprinkler systems underground fire mains"
3. provide copy of "Certificate of Account Status" on Franchise Tax (from TX Comptroller Office)
4. provide copy of "Corporate Charter" or "Certificate of Partnership" (firm's legal documents)
5. provide copy of Assumed Name Certificate (usually from Secretary of State)
6. employ one full time employee who holds an "RME-UNDERGROUND" license; and
7. submit a 1st year registration fee of \$350 *(\$300 for registration + \$50 for application)*

TO OBTAIN AN "RME UNDERGROUND LICENSE" FOR INDIVIDUAL

1. submit application for RME License; *(no other pre-requisites are required)*
<http://www.tdi.texas.gov/forms/sfmfireindustry/SF036sprindapp.rtf> or
<http://www.tdi.texas.gov/forms/sfmfireindustry/SF036sprindapp.pdf>
2. pass SFMO sprinkler statute & rules test, "Texas Insurance Code, Art 5.43-3, and the Fire Sprinkler Rules"; *(70%)*
 - sprinkler statute & rules can be downloaded at:
<http://www.tdi.texas.gov/fire/documents/fmsprinkstat201.pdf>
 - Administered by Thomson Prometric <http://www.prometric.com/Texas/FireMarshal.htm>
3. pass SFMO test on NFPA 24, "Installation of Private Fire Service Mains and Their Appurtenances"; *(70%)*
 - NFPA 24 can be purchased at: www.nfpa.org
 - administered by Thomson Prometric <http://www.prometric.com/Texas/FireMarshal.htm>
4. be employed by a firm holding an SCR; and
5. submit a 1st year license fee of \$150. *(\$200 for each two years thereafter)*