

Wisconsin Department of Safety and Professional Services

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DIVISION OF PROFESSIONAL CREDENTIAL PROCESSING

COMMERCIAL PLUMBING INSPECTOR CERTIFICATION APPLICATION INFORMATION

Requirements for Credential

Per [Wis. Admin. Code § 305.625](#), a person who holds a credential issued by the Department as a certified Commercial Plumbing Inspector may conduct plumbing inspections and plumbing plan reviews for the purpose of administering and enforcing [Wis. Admin. Code § SPS 325](#).

A person who inspects plumbing as a certified Commercial Plumbing Inspector shall:

- Maintain a record of the inspections made including the dates and the findings of the inspections;
- Provide a copy of the inspection report to the property owner or his or her agent;
- Make his or her inspection records available to the Department upon request.

AN APPLICATION IS NOT COMPLETE UNTIL ALL OF THE FOLLOWING DOCUMENTS HAVE BEEN RECEIVED:

A person may obtain a credential as a certified Commercial Plumbing Inspector by **one** of the following methods:

Examination

Requires taking and passing the Commercial Plumbing Inspector certification examination.

1. **Application and Fees:** Apply and pay fees online in LicensE, <https://license.wi.gov>. Fees will be calculated in LicensE. If needed, you can save your application and complete and submit it later. **NOTE:** If DSPPS requests additional documents they must be uploaded within three (3) months from the date they were requested. Failure to do so may result in having to submit a new application and fees.
2. **Examination:** You will be made eligible to test after your application has been submitted and reviewed. If additional documents are required you will be made eligible to test after all documentation has been received and reviewed. A communication will be sent once you are made eligible to test. Please check your "junk" or "spam" email folders. You can also check the status of your application by entering your Preliminary Application Number (PAR) at <https://license.wi.gov/s/application-status-lookup>. If you fail an exam, you must login to LicensE, <https://license.wi.gov>, and pay another exam fee.

Holding a Master Plumber or Journeyman Plumber License

Requires holding a current Wisconsin Master Plumber or Journeyman Plumber license.

1. **Application and Fees:** Apply and pay fees online in LicensE, <https://license.wi.gov>. Fees will be calculated in LicensE. If needed, you can save your application and complete and submit it later. **NOTE:** If DSPPS requests additional documents they must be uploaded within three (3) months from the date they were requested. Failure to do so may result in having to submit a new application and fees.
2. **Current License: Upload** a copy of current Wisconsin Master Plumber or Journeyman Plumber license.