



It is your responsibility to notify Washington Certification Services in writing of changes to your home address so that you continue to receive all notifications regarding your certification. Failure to notify Washington Certification Services of a change of address does not constitute a reasonable excuse for waiver of the late fee assessment, failure to renew a certificate or failure to demonstrate professional growth. The Waterworks Operator Certification Program will not consider renewal appeals from BATs who fail to report address changes in writing.

### Required Address of Record and Address Changes

Department of Health requires that your home address be listed as the address of record for your BAT certification. Business or employer addresses may not be used as a BAT certification mailing address.

Mail this completed form with all attachments to:

**Washington Certification Services  
Green River Community College  
110 2nd Street S.W., Suite 135  
Auburn, WA 98001-5208**

### Required Information

Date \_\_\_\_\_ BAT ID Number B \_\_\_\_\_

#### Name:

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_

#### Name Change:

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_

Home Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

County \_\_\_\_\_

Phone # (including area code)  E-mail \_\_\_\_\_

Alternative Phone # (including area code)

### Signature

**Signature of Certified BAT required** \_\_\_\_\_

**Print** the completed form, **sign**, and **mail** to:

**Washington Certification Services  
110 2nd Street S.W., Suite 135  
Auburn, WA 98001-5208**