

**TEXAS STATE BOARD OF PLUMBING EXAMINERS**  
PO BOX 4200, AUSTIN, TEXAS, 78765 ▪ 512-936-5200 ▪ [tsbpe.texas.gov](http://tsbpe.texas.gov)

**RESPONSIBLE MASTER PLUMBER DESIGNATION – IMPORTANT INFORMATION**

**You are eligible for designation as a Responsible Master Plumber (RMP) if you meet the following requirements** (check each box that applies to you):

**Licensure:**

- I am licensed as a Master Plumber in Texas; AND
- My license is current and not expired; AND
- My license is in good standing with the TSBPE.

Your license is not in good standing if you have unpaid administrative penalties.

**Classroom Training:**

- I have completed a 24-hour Responsible Master Plumber training program.

You must take the training from a Course Provider approved by the TSBPE. A list of approved providers is posted on the website at [tsbpe.texas.gov](http://tsbpe.texas.gov) under "CPE & Other Training." The provider will notify the TSBPE once you have completed the training.

**Certificate of Insurance:**

- I have submitted proof of insurance on the most current Certificate of Insurance (COI) Form; AND
- My insurance policy meets the following minimum requirements:
  - The policy is written by an insurer authorized to engage in the business of insurance in this state;
  - The policy provides for commercial general liability insurance for claims for property damage or bodily injury, regardless of whether the claim arises from a negligence claim or on a contract claim;
  - The policy provides coverage of at least \$300,000 for all claims arising in a one-year period;
  - The policy covers all types of plumbing that will be performed under my Master Plumber License, including if applicable, liquefied petroleum gas plumbing, medical gas plumbing, or multipurpose residential fire protection sprinkler plumbing.

The most current COI Form is available on the website at [tsbpe.texas.gov](http://tsbpe.texas.gov) under "Applications/Forms." The TSBPE **does not** accept ACORD forms. You may submit your COI Form along with your application or you may email it to [insurance@tsbpe.texas.gov](mailto:insurance@tsbpe.texas.gov). The TSBPE **does not** accept COI Forms sent via fax. Please make sure that all blanks are filled in and that your name, license number, and the name of the company you will be RMP for are correct. You must have a current COI on file with the TSBPE at all times during which you are acting as the RMP of record for a company.

**Application Fee:**

I have submitted the non-refundable RMP Designation application fee of \$225.

Accepted forms of payment include: cashier's check, money order, personal check, or company check

ONCE YOUR APPLICATION IS COMPLETE, PLEASE ALLOW UP TO 30 DAYS FOR PROCESSING. You will receive an email confirming that your application has been processed.

**TEXAS STATE BOARD OF PLUMBING EXAMINERS**  
**PO BOX 4200, AUSTIN, TEXAS, 78765 • 512-936-5200 • [tsbpe.texas.gov](http://tsbpe.texas.gov)**

**RESPONSIBLE MASTER PLUMBER DESIGNATION APPLICATION**

Revised November 2020

1. Date \_\_\_\_\_ ► Incomplete applications expire one year from receipt. (See instructions in #10, below.)
2. Last name (Print) \_\_\_\_\_ First \_\_\_\_\_ MI \_\_\_\_\_
3. Mailing address \_\_\_\_\_ City \_\_\_\_\_
4. State \_\_\_\_\_ Zip Code \_\_\_\_\_ Date of birth \_\_\_\_\_ Age \_\_\_\_\_
5. Driver's License/ID No. \_\_\_\_\_ Social Security No. \_\_\_\_\_  
*Disclosure of your social security number is required. Your social security number is being solicited pursuant to Texas Family Code § 231.302 for use by the state's Title IV-D agency to assist in the administration of laws relating to child support enforcement under 42 U.S.C. §§ 601-617 and 651-669.*
6. Texas Master Plumber License # \_\_\_\_\_
7. Daytime or Mobile Tel. # \_\_\_\_\_ Email \_\_\_\_\_
8. Name and address of Plumbing Company where you will act as and assume the duties of RMP:  
\_\_\_\_\_

9. I have previously held the RMP Designation.  Yes or  No

10. **Incomplete applications will not be processed.** Check the following boxes as you include the items which must be submitted with this application in order for the application to be considered complete. Please submit all items at one time and in one envelope. **Please allow up to 30 days for processing.** You will receive email confirmation once your application has been processed.

- \$225 RMP Designation Application fee (the fee is non-refundable)
- Copy of Current Master Plumber License
- Signed Certificate of Insurance Form (available at [tsbpe.texas.gov](http://tsbpe.texas.gov) under "Applications/Forms")

11. **BY SIGNING BELOW, I TESTIFY THAT I UNDERSTAND THAT SUBMITTING ANY FALSE INFORMATION TO THE BOARD MAY RESULT IN DISCIPLINARY ACTION, UP TO AND INCLUDING REVOCATION OF MY LICENSE AND/OR AN ADMINISTRATIVE PENALTY NOT TO EXCEED \$5,000. I ALSO UNDERSTAND THAT AS A RESPONSIBLE MASTER PLUMBER I MAY ALLOW MY MASTER PLUMBER LICENSE TO BE USED BY ONLY ONE PLUMBING COMPANY FOR THE PURPOSES OF OFFERING AND PERFORMING PLUMBING WORK; THAT I AM RESPONSIBLE FOR OBTAINING, AND AM AUTHORIZED TO OBTAIN, THE REQUIRED PERMITS FOR PLUMBING WORK PERFORMED UNDER MY LICENSE; THAT I AM ASSUMING RESPONSIBILITY FOR ALL PLUMBING WORK PERFORMED UNDER MY LICENSE; AND THAT I WILL MAINTAIN A CERTIFICATE OF INSURANCE AS REQUIRED BY SECTION 1301.3576 OF THE PLUMBING LICENSE LAW.**

\_\_\_\_\_  
Signature of Applicant

\*\*\*\*\*TSBPE USE ONLY\*\*\*\*\*

Fee \_\_\_\_\_

Entity No. \_\_\_\_\_

Date Received \_\_\_\_\_

Date Processed \_\_\_\_\_