

THE NATIONAL BOARD OF BOILER AND PRESSURE VESSEL INSPECTORS
PRESSURE RELIEF DEPARTMENT

**BEFORE RETURNING YOUR APPLICATION FOR NATIONAL BOARD “VR”
CERTIFICATE OF AUTHORIZATION TO REPAIR PRESSURE RELIEF VALVES, PLEASE NOTE
THE FOLLOWING:**

1. The completed application form must be subscribed by an office of the firm such as the President or the Vice President. In the space provided for describing the scope of your repair activity, include:
 - a. Location repairs will be conducted (shop only, field only, or shop & field controlled by the shop location).
 - b. Code Section(s) of valves you will work on Sections I, III, IV, VIII or combinations thereof).
 - c. Special processes used during repairs (machining, welding, heat treatment, NDE, or combinations thereof).
 - d. Test media available for setting valves (air, gas, liquid, steam, or combinations thereof).

2. Separate applications are required for each firm name or operation base.

3. Instructions:
 - a. Fee for the certificate:

To prevent delays, we ask that the remittance for the repair certificate and symbol stamp be attached to your application.

Fee for the certificate of authorization (3 year period).....\$ 600
Fee for the loan of the “VR” symbol stamp (new issuance)....\$ 60

 - b. Before your certificate may be issued, we require a report from the National Board representative advising that a review of your quality control system has been made and found to be acceptable and that this system has been or will be satisfactorily demonstrated.

4. A cancellation charge of \$300 for administrative costs will be deducted from the certificate fee in 3.a. if the application is withdrawn, which is 50% of the fee for the certificate of authorization.

5. To minimize the time for valve capacity verification tests, you may schedule a test date and personally transport the repaired valves to and from the laboratory. Otherwise, valves that are shipped will be tested as time permits. We cannot be responsible for valve delays caused by test schedules or transit times.