

Explosives Licensing
PO Box 44655
Olympia WA 98504-4655

Business **Individual**

If you are applying for multiple licenses, you only need to complete the Individual Application or Business Application requirements (to include partnership, association, and corporation) on one of the applications. Please submit all applications and documents together.

- Fingerprinting and criminal history record information (CHRI) checks are required for the Responsible Person by RCW 70.74.360. Fingerprints will be used to check the criminal history records of the WSP and FBI.
- CHRI obtained through this process will only be used for authorized purposes by the Department of Labor and Industries (L&I) and will not be shared with any other agencies or persons.
- If any CHRI is found as a result of the check, applicants will have 90 days from the date notified by L&I to request, in writing, a copy of those results to verify or challenge any inaccuracies with the agency/state that submitted the information.
- Applicants who wish to challenge either criminal history record will need to contact the agency/state that submitted.
 - For Washington State, you will need to contact Washington State Patrol (WSP)
Phone: 360-534-9200 Email: crimhis@wsp.wa.gov
 - FBI criminal history records corrections will need to contact the FBI using the information provided on the Agency Privacy Requirements for Non-criminal Justice Applicants information at the end of the form.

Individual Application

Name	ATF License/Permit Number – provide copy	
Phone Number	Email Address	
Address		
City	State	Zip Code
Citizenship	Social Security Number	

Provide the reason you want to participate in the business of dealing explosives:

You must submit Fingerprint Card and fee to the department (RCW [70.74.360\(1\)](#)).

- I have included the Fingerprint Card.
- I have included payment: Applicant fee of \$50.00 and Fingerprint Processing fee of \$34.25

Business Application

Business Name		ATF License/Permit Number – provide copy	
UBI	Business Phone Number	Business Email Address	
Address			
City		State	Zip Code

Provide the reason you want to participate in the business of dealing explosives:

Responsible Person / Management Official / Applicant Information ([WAC 296-52-61010](#))

Name		Social Security Number	
Phone Number		Email Address	
Address			
City		State	Zip Code

Partnership must provide:

The name, address, and citizenship for each partner ([WAC 296-52-61010](#))

Name		Citizenship	
Address			
City		State	Zip Code

Name		Citizenship	
Address			
City		State	Zip Code

Name		Citizenship	
Address			
City		State	Zip Code

Name		Citizenship	
Address			

City	State	Zip Code
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If additional names need to be listed, please add extra pages as needed.

All partners must submit a Fingerprint Card and fee to the department ([RCW 70.74.360\(1\)](#)).

An Association or Corporation must provide:

The name, address, and citizenship for each officer and director ([WAC 296-52-61010](#))

Name	Citizenship	
Address		
City	State	Zip Code

Name	Citizenship	
Address		
City	State	Zip Code

Name	Citizenship	
Address		
City	State	Zip Code

Name	Citizenship	
Address		
City	State	Zip Code

If additional names need to be listed, please add extra pages as needed.

Payment and Documents

- I have included the Fingerprint Card(s).
- I have included payment: License fee of \$50.00 and Fingerprint Processing fee of \$34.25 (per individual).

Dealer Record Keeping and Reporting

- Dealers are required to follow all recordkeeping and reporting as defined in [WAC 296-52-62045](#).
- Dealer Report must be submitted to the department by the 10th day of each month.

Signature

By signing below, I agree that the following are true:

1. I will not sell, barter, give, or dispose of explosives to any person within the State of Washington except to authorized employees for ultimate use (blasting).
2. I will follow the rules of the Washington State Explosives Act and Safety Health Codes promulgated by the State of Washington.
3. I will be responsible for obtaining the proper licenses necessary for the purchasing, using, storing, manufacturing, and/or selling explosives.
4. I have not been convicted of a felony involving force or violence, perjury, false swearing, or bomb threats.
5. The statements made in this application are true to the best of my knowledge.
6. I will advise the Department of Labor and Industries when any of the above stated facts change.
7. I have seen the Agency Privacy Requirements for Non-Criminal Justice Applicants provided at the end of this form.

Printed Name of Applicant	Title
Signature of Applicant	Date

License is valid for one (1) year from the date of issue ([WAC 296-52-61045](#)). License must be renewed before the expiration date of the license ([WAC 296-52-61050](#)).

If you have any questions, please contact the Explosives Safety Program at 360-902-5563 or via email at ExplosivesLicensing@Lni.wa.gov.

All forms and payments can be mailed to:

Explosives Licensing
PO Box 44655
Olympia WA 98504-4655

Any L&I office can accept forms and payments. You can find the location of L&I offices at: www.Lni.wa.gov/Offices

For L&I Use Only		
Explosive License Granted? <input type="checkbox"/> Yes <input type="checkbox"/> No		Blast Classification
If not granted, state reason:		
L&I Employee Signature	Title	Date

AGENCY PRIVACY REQUIREMENTS FOR NONCRIMINAL JUSTICE APPLICANTS

Authorized governmental and non-governmental agencies/officials that conduct a national fingerprint-based criminal history record check on an applicant for a noncriminal justice purpose (such as employment or a license, immigration or naturalization matter, security clearance, or adoption) are obligated to ensure the applicant is provided certain notices and that the results of the check are handled in a manner that protects the applicant's privacy. All notices must be provided in writing.¹ These obligations are pursuant to the Privacy Act of 1974, Title 5, United States Code (U.S.C.), Section 552a, and Title 28, Code of Federal Regulations (CFR), Section 50.12, among other authorities.

- Officials must ensure that each applicant receives an adequate written FBI Privacy Act Statement (dated 2013 or later) when the applicant submits his/her fingerprints and associated personal information.²
- Officials must advise all applicants in writing that procedures for obtaining a change, correction, or update of an FBI criminal history record are set forth at 28 CFR 16.34. Information regarding this process may be found at <https://www.fbi.gov/services/cjis/identity-history-summary-checks> and <https://www.edo.cjis.gov>.
- Officials must provide the applicant the opportunity to complete or challenge the accuracy of the information in the FBI criminal history record.
- Officials should not deny the employment, license, or other benefit based on information in the FBI criminal history record until the applicant has been afforded a reasonable time to correct or complete the record or has declined to do so.
- Officials must use the FBI criminal history record for authorized purposes only and cannot retain or disseminate it in violation of federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.³

The FBI has no objection to officials providing a copy of the applicant's FBI criminal history record to the applicant for review and possible challenge when the record was obtained based on positive fingerprint identification. If agency policy permits, this courtesy will save the applicant the time and additional FBI fee to obtain his/her record directly from the FBI by following the procedures found at 28 CFR 16.30 through 16.34. It will also allow the officials to make a more timely determination of the applicant's suitability.

Each agency should establish and document the process/procedures it utilizes for how/when it gives the applicant the FBI Privacy Act Statement, the 28 CFR 50.12 notice, and the opportunity to correct his/her record. Such documentation will assist State and/or FBI auditors during periodic compliance reviews on use of FBI criminal history records for noncriminal justice purposes.

¹ Written notification includes electronic notification, but excludes oral notification.

² See <https://www.fbi.gov/services/cjis/compact-council/privacy-act-statement>

³ See 5 U.S.C. 552a(b); 28 U.S.C. 534(b); 34 U.S.C. § 40316 (formerly cited as 42 U.S.C. § 14616), Article IV(c); 28 CFR 20.21(c), 20.33(d), 50.12(b) and 906.2(d).