Commonwealth of Massachusetts

The Building Official Certification Committee

Extension Of Time Request

s/bbrs/extensionrequest2014

In accordance with 780 CMR R7, the "Rules and Regulations for the Certification of Inspectors of Buildings, Building Commissioners and Local Inspectors", a conditional employee may petition the *Building Official Certification Committee* in writing for an extension of time to comply with the examination schedule of 780 CMR R7. Upon establishment of cause, the *Building Official Certification Committee* may grant such extensions of time as it may consider appropriate. ***Conditional appointees who have not attempted the examination schedule as herin defined during the prescribed period shall not be granted an extension, and no conditional appointee shall be afforded more than three extensions of time beyond the prescribed period for the level of certification sought.***

R7.1.7.4.1: Any conditional appointee unable to comply with the examination schedule as cited in 780 CMR R7.1.7.4 may, for cause, be granted an extension of time in order to comply, upon written petition to the *Building Official Certification Committee*. Petitions shall be forwarded to the clerk of said committee, and addressed to the office of the BBRS or emailed to Kimberly.spencer@state.ma.us. The conditional appointee shall state all reasons to substantiate the request for an extension of time.

Name of employee		
Name of municipality		Date of original appointment
Work Address: No. & Street		
City or Town	Zip	Business Phone Number
E Mail		Business Fax Number
Position		

Reason for request: (Attach any pertinent information, i.e. medical documentation)

Copies of any and all (passed and failed) exams you have taken are required. First Time Extension Request please provide proof of applying or exam result within first six months of appointment.

FOR OFFICE USE ONLY:

Exam scheduled or taken within the first six months of appointment? _____

Vote of the Committee:

Date Extension Approved: _____ Extension Granted Through: _____

Date Extension Denied and Reason: _____

Mail To: Department of Public Safety Attn: Kim Spencer 50 Maple Street – Suite One Milford, MA 01757-3698

Or email to: Kimberly.spencer@state.ma.us