

MEMORANDUM

Date: August 23, 2018

To: Maryland Approved Testing Facilities
Maryland Approved Industrialized Building Manufacturers

From: Norman C Wang, RA *NCW*
Director, Building Codes Administration
Division of Labor & Industry
Department of Labor, Licensing & Regulation

Ref: Procedures for Insignia, Forms, and Location Reports after July 01, 2018

Insignia & Renewal:

- Email completed application forms (as a PDF attachment) for Insignia and Renewal. Mail payments (paper checks) to the address below:

Division of Labor and Industry
1100 N. Eutaw Street - Room 606
Baltimore, MD 21201

Application Forms:

Revised forms (showing DLLR name & logo) for annual renewal and Insignia applications are available at Codes web page at: <http://www.dllr.state.md.us/labor/build/buildmod.shtml>.

Location Reports:

Manufacturers shall submit Location Reports to Building Codes Administration via the previously available online system at <http://www.dllr.state.md.us/labor/build/buildmod.shtml>. Please note the online system is no longer hosted at DHCD, and can only be accessed by following the link shown above. Password for individual manufacturer remains the same.