



# pennsylvania

DEPARTMENT OF LABOR & INDUSTRY  
BUREAU OF OCCUPATIONAL & INDUSTRIAL SAFETY

## SECONDHAND APPLICATION FOR REGISTRATION AND DISINFECTION PERMIT

PLEASE TYPE OR PRINT NEATLY IN INK.

ACT 24 EXEMPTION

<b>Applicant Information</b>	Company Name _____ Fed ID # _____ Physical Store/Sale/Auction House Address _____ _____ City _____ County _____ State/Province _____ Zip Code _____ Telephone _____ Contact Person _____ Email _____ <input type="checkbox"/> Check this box to elect to receive your License and Renewals by email instead of by mail.
<b>Alternate Mailing Address</b>	If you would like all registration information to be sent to a <u>different mailing address than listed in Applicant Information</u> , please complete the following information: Company Name _____ Mailing Address _____ _____ City _____ State _____ Zip Code _____ Telephone _____ Contact Person _____ Email _____ <input type="checkbox"/> Check this box to elect to receive your License and Renewals by email instead of by mail.
<b>Type of Business (Check all that apply)</b>	<input type="checkbox"/> Auctioneer - Applies to a person engaged in the public sale of bedding or upholstered items. <b>An auctioneer must apply for both a registration and a disinfection permit.</b> Department of State Auctioneer's Number AU _____ L. Business name for which you are applying with this application must be the same as the name on the Auctioneer's license. <input type="checkbox"/> Renovator/Upholsterer - Applies to a person having articles received from an owner to which additional material/filling has been added and returned to the owner. <input type="checkbox"/> Rental Business - Applies to a person that will be re-selling, renting or leasing articles. Every time an article is returned, it must be disinfected prior to it being re-sold, rented or leased. <input type="checkbox"/> Secondhand Dealer/Vendor - Applies to a person selling articles which have been previously owned.
<b>Disinfection Permit</b>	Choose the Disinfection Process you will be utilizing: <input type="checkbox"/> 1. I am located in PA and choose to conduct my own disinfection process. <input type="checkbox"/> 2. I am located outside of PA and choose to secure the services of a Department approved Disinfection Inspection Vendor. I understand that until the Disinfection Inspection Report is received from the Vendor, my application will be on hold. <input type="checkbox"/> 3. I choose to secure the services of a person who holds a current, valid PA Disinfection Permit: PA Disinfection Permit# _____ Business Name _____ Contact Person _____ Telephone _____
<b>Signature</b>	All information provided on this application is subject to the penalties of 34 Pa. Code §§47.1-47.32, Subchapter B, relating to unsworn falsification to authorities. By signing this document, I declare under penalty of perjury that the foregoing is true and correct. _____ <div style="display: flex; justify-content: space-between;"> <span>Signature/Title</span> <span>Date</span> </div>
<b>FOR L&amp;I USE ONLY</b>	Check #: _____ Amount: \$ _____ Bates #: _____

<p><b>Filing Requirements</b></p>	<p><b>FEE SCHEDULE:</b> For an up-to-date listing of fees, please see the Fee Schedule listed on our website (<a href="http://www.dli.pa.gov/Individuals/Labor-Management-Relations/bois">www.dli.pa.gov/Individuals/Labor-Management-Relations/bois</a>) or contact our office for a copy of the Fee Schedule by email <a href="mailto:butoys@pa.gov">butoys@pa.gov</a>, by telephone at 717-787-6848 or by fax at 717-787-6925. Please make all checks and money orders payable to <b>Commonwealth of Pennsylvania</b>. Cash, credit card, electronic transfer, and foreign check payments are <b>NOT acceptable forms of payment</b>.</p> <p style="text-align: center;">Mail completed application and fee to:</p> <p style="text-align: center;"><b>PA Department of Labor and Industry BOIS – Bedding &amp; Upholstery/Toys 651 Boas Street, Room 1606 Harrisburg, PA 17121</b></p>
<p><b>Additional Information</b></p>	<p>Secondhand bedding and upholstered articles or materials containing concealed fillings are required to have a valid registration number and a valid disinfection permit number on a yellow law label securely attached to the article or material. Labels shall be of good grade cloth which does not flake when abraded. Three currently approved materials, which conform to this requirement, are DuPont’s “Tyvek”, Van Leer’s “Valeron”, and Mohawk Synthetic Premium Polyester. Paper faced labels shall not be used.</p> <p>All secondhand bedding and upholstered articles or materials offered for sale or lease in PA must be effectively disinfected by a person holding a valid disinfection permit using a process approved by the Department and in accordance with the PA Bedding and Upholstery Regulations. Currently there are two approved spray products: Microban X-580 with tracer and Steri-fab with tracer. <b>All applicable articles covered by this act are subject to inspection by authorized representatives of the Secretary of the Department of Labor and Industry to ascertain whether the requirements of the PA Bedding and Upholstery law and regulations are being met. Therefore, one of the following three options must be chosen:</b></p> <p style="text-align: center;"><b>DISINFECTION OPTIONS</b></p> <ol style="list-style-type: none"> <li>1) If you are located in PA, you may conduct your own disinfection of secondhand articles or materials, which are regulated by the law, before they are sold, rented or leased in PA.</li> <li>2) If you are an Out-of-State Vendor and wish to conduct your own disinfection of secondhand articles or materials, you must apply for and obtain a PA Disinfection Permit by securing the services of a Department-approved Disinfection Inspection Vendor to inspect and approve the disinfection process being performed out of state. See attached Disinfection Inspection Report and list of approved vendors. Be aware that all costs associated with this inspection are your responsibility. <b>The Disinfection Inspection Report must be completed by the approved Disinfection Inspection Vendor and returned to the Department prior to an application being approved and processed.</b></li> <li>3) If you choose to not conduct your own disinfection, you must secure the services of a person/company who holds a current, valid PA Disinfection Permit to disinfect your secondhand articles and materials covered by this law. When choosing this option, please provide the person/company’s disinfection permit # in the designated space on the application.</li> </ol>
<p><b>Website/Contact Information</b></p>	<p>If you have any questions, please consult our Frequently Asked Questions by going to <a href="http://www.dli.pa.gov">www.dli.pa.gov</a> or contact our office by calling 717-787-6848, faxing 717-787-6925 or emailing <a href="mailto:BUTOYS@pa.gov">BUTOYS@pa.gov</a>.</p>