

Ordering Virginia Registration Seals

1. Registration seal fee: \$75.00 per seal.
2. One seal is required per building or dwelling.
3. Submit order on letterhead stationary.
4. Identify the compliance assurance agency that is responsible for the inspection of the building.
5. Specify the number of seals ordered, and the name and address of the person to receive the seals.
6. Checks or money orders are to be payable to "Treasure of Virginia".
7. Payment for seals must be received before seals can be sent to the user.
8. Please allow 7 working days from the date of the letter of request for receipt of seals.

Send request to:

State Building Code Administrative Office

The Jackson Center

501 North Second Street

Richmond, VA 23219-1321

Attn: Constance Randolph