

City of Cortland
Examining Board of Plumbers
Plumbing / Heating License Application

Instructions: Please complete the following application and submit it to the Plumbing Inspector. This application must be accompanied with the appropriate fee (listed below) and the current insurance certificate naming the City of Cortland as the certificate holder along with a current worker's compensation insurance certificate. If you do not have worker's compensation insurance, please provide an exemption form, available online at http://www.wcb.state.ny.us/content/ebiz/wc_db_exemptions/requestExemptionOverview.jsp

1. Please provide us with the following contact information:

Your Name: _____

Business Name: _____

Business Address: _____

Phone Number: _____ **Fax Number:** _____

Cell Number: _____ **Email:** _____

1A. Is this a Temporary License? [] YES [] NO

Note: A temporary license is only available for master plumber. The temporary license fee is based upon the cost of the job (jobs under \$10,000 are \$300 and jobs over \$10,000 are \$500).

1B. If yes, what is the address of the work being performed?

2. Please provide us with your work experience and qualifications (master license).

Dates:	Employer:
(__/__/__) to (__/__/__)	_____
(__/__/__) to (__/__/__)	_____
(__/__/__) to (__/__/__)	_____

3. Please list below the individual licenses, please include all employees that will be performing work:

Master: _____

Journeyman: _____

Apprentice: _____

Heat Tech*: _____

Type B: _____

*If Registering a Heating Company, please provide a list of all heating technicians on the back.

4. Do you hold a Certificate of Competency or a license for any jurisdiction in NY State?
[] YES [] NO

4A. If yes, list jurisdiction in which you currently hold such certifications or licenses:

5. Make checks payable to City of Cortland.

Master plumber	\$300.00	Inactive license	\$20.00
Journeyman	\$40.00	Type B	\$80.00
Apprentice	\$20.00	Heating registration	\$300.00

6A. Have you ever had a certificate or license for plumbing revoked or suspended?
[] YES [] NO

6B. If yes, explain: _____

I hereby attest that the above information is true. I agree to perform all required tests and inspections, to fully comply with all State and Local regulations, and to cooperate with the Plumbing Inspector in the performance of his duties.

Signature: _____

Date: _____

Office use only

_____ References
_____ Fee
_____ Date of Approval

_____ Liability Insurance
_____ W/C Insurance OR Exemption

X

Signature of plumbing inspector