

## **INFORMATION FOR APPLICANTS FOR PLUMBING LICENSE**

### **Mandatory Requirements for Journeyman License Application:**

Provide proof of four (4) years practical experience (Apprentice training acceptable) or four (4) years technical school and two (2) years practical experience.

*Documentation of passing ICC exam must be submitted with the application.*

---

### **Mandatory Requirements for Master License Application:**

Provide proof of six (6) years practical plumbing experience or four (4) years technical school and four (4) years practical experience.

*Documentation of passing ICC exam must be submitted with the application.*

Masters must also submit a current certificate of insurance with minimum of \$1,000,000.00 property damage each occurrence and \$300,000.00 bodily injury each occurrence as well as a current mercantile tax license number.

---

- All applications should be notarized and accompanied by a check or money order (No Cash) – made out to “City Treasurer” for application fee.
- Picture I.D.
- A letter from the City/Municipality stating that the electrician is in good standing. (signed and on their Letterhead)
- Testing for the plumbing certification is done through the International Code Council. (ICC) 1-800-786-4452

Please return all applications and fees to the Bureau of Codes Administration, City Government Center, 10 N. 2<sup>nd</sup> Street, Suite 205, Harrisburg, PA 17101.

If you have any questions, please contact the Bureau of Codes Administration at 255-6553.

**City of Harrisburg**  
**Application for New Plumbing License**

**Class**

**License Fee**

_____ Master Plumber	\$125.00
_____ Journeyman Plumber	\$100.00
_____ Apprentice Plumber	\$ 50.00
_____ Res. Property Owner	\$ 75.00
_____ Special License	\$150.00

Date of Application \_\_\_\_\_  
Applicant Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email: \_\_\_\_\_

Schools Completed: (Give Dates) \_\_\_\_\_  
Technical: \_\_\_\_\_

DOCUMENTATION OF PASSING ICC EXAM MUST BE SUBMITTED WITH THIS APPLICATION

Describe any special study, correspondence course, night school courses, etc. which in your opinion, helps in addition to your practical experience in the plumbing field: \_\_\_\_\_

Experience: Year you started doing work relative to this application: \_\_\_\_\_

Apprentice Training: \_\_\_\_\_ Employer: \_\_\_\_\_  
Dates: \_\_\_\_\_

How many years have you worked as a journeyman? \_\_\_\_\_

Name/Address of employers you have had in the past five (5) years, along with date of employment – start with your present employer: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Type of work you have installed: Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Industrial \_\_\_\_\_  
Do you have a current license in any other City? YES \_\_\_\_\_ NO \_\_\_\_\_ If so, please list below:  
City: \_\_\_\_\_ Type \_\_\_\_\_ No.: \_\_\_\_\_

\*\*\*\*\* AFFIDAVIT \*\*\*\*\* (Remember this affidavit means that you can substantiate the answers given by you on this application)

Subscribed and Sworn to before me this \_\_\_\_\_  
\_\_\_\_\_ Day of \_\_\_\_\_, 201 \_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Municipality County

\*\*\*\*\*

\_\_\_\_\_  
Applicant Signature in Ink

\_\_\_\_\_  
Print Name in Ink EXACTLY as it  
Appears above in Signature