



Phone: 607.432.6450  
Fax: 607.433.3420  
Internet Address:  
www.oneonta.ny.us  
E-Mail Address:  
cityinfo@oneonta.ny.us

## OFFICE OF THE CITY CLERK

City Hall, 258 Main Street  
Oneonta, NY 13820-2589

An application for a **New** (first time) **Plumber's License** in compliance with  
Ch. 210 of the Code of the City of Oneonta, New York.

The undersigned hereby makes application for a Plumber's License for the calendar year 2018 in the City of Oneonta, New York, and agrees to comply with all the applicable sections of the Code of the City of Oneonta as indicated above and submits the following facts in support thereof:

Application Date: \_\_\_\_\_

Type of License Applied for: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_  
\*PLEASE PROVIDE FULL NAME\*

Date of Birth: \_\_\_\_\_

Company/Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

Business Email: \_\_\_\_\_

Do you have in your possession a letter of approval issued by the Examining Board of Plumbers of the City of Oneonta, NY? Yes \_\_\_\_\_ No \_\_\_\_\_

I passed the plumbing examination on: **EXEMPT** - \_\_\_\_\_

Type of Exam: \_\_\_\_\_

**\*ALL APPLICATION FEES ARE NON-REFUNDABLE\***

**\*ALL NEW APPLICANTS MUST COMPLETE RELEASE OF RECORDS FORM\***

A Certificate of Contractors' Liability Insurance, with a minimum coverage of \$300,000 combined liability and property damage, is required and must be submitted with the application. Note: This is a separate requirement from Worker's Compensation coverage.

Proof of Worker's Compensation coverage is required, and must be submitted if you have employees working under your license. Otherwise, you must provide a completed waiver. Please visit: <http://www.wcb.ny.gov> to obtain your NYS WC/DB Exemptions Form CE-200.

Any person employed under a Master License **MUST** carry with them at all times an identification card issued by the City Clerk.

The names and dates of birth of the Journeymen and/or Apprentices who will be working under your supervision need to be provided, as they require cards for the year 2018. The fee for each Apprentice or Journeyman card is \$25.00.

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**Name(s) and Date(s) of Birth of Apprentice(s):**

_____	_____
Name	Date of Birth
_____	_____
Name	Date of Birth
_____	_____
Name	Date of Birth
_____	_____
Name	Date of Birth

A Journeyman shall be issued an identification card only after proof of four (4) years experience as an apprentice, an equivalent of enough years in the field or equivalent allowed for graduation from an accredited school of plumbing training equal to or greater than the State University College in Delhi, N.Y. A Journeyman must be approved by the Examining Board of Plumbers, Code Enforcement Officer and City Clerk (proof of eligibility must be submitted). If the journeyman is part of a reciprocal license application, they do not require Board approval.

**Name(s) and Date(s) of Birth of Journeyman/Journeymen**

_____	_____
Name	Date of Birth
_____	_____
Name	Date of Birth
_____	_____
Name	Date of Birth
_____	_____
Name	Date of Birth

Licenses will not be processed unless the completed application and fee (\$125.00), the applicable Journeymen and/or Apprentice application(s) and fee(s) (\$25.00 each) and your liability and workers compensation insurance documents requirements have been submitted.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**

Fee of \$125.00 to process application  
Fee of \$ 25.00 for each Apprentice/Journeyman

Total fee amount: \_\_\_\_\_

Date received: \_\_\_\_\_

Received by: \_\_\_\_\_