

William Rossiter
Chairman

Andrew Pidala
Vice-Chairman

Michael Budzinski, PE
Director – Office of Consumer Affairs
www.putnamcountyny.com/consumer-affairs/
(845) 808-1617



Arthur Bolduc
Robert Counihan
Charles Gorges
Ronald Massaro
John Morrison
Carmine Ricci
Randy Taggart

Athena Arvan
Conf. Secretary

BOARD OF ELECTRICAL EXAMINERS

APPLICATION PROCESS FOR OBTAINING A 7.5-YEAR MASTER ELECTRICAL LICENSE

There are three steps involved in the process of becoming a Master Electrician in Putnam County.

YOU MUST BE A PUTNAM COUNTY ELECTRICAL JOURNEYMAN PRIOR TO TESTING FOR THE MASTER ELECTRICIAN'S LICENSE.

First, the Electrical Board must review your application.

Please complete the enclosed application form and supply proof of your experience (see attached REQUIREMENTS PAGE for detailed information).

The application fee is \$150.

Second, if the Electrical Board approves your application, you will be required to take the Master Electrician's test. The testing fee is \$100 paid to the testing provider.

Third, if you pass the test, you are eligible to become a Putnam County Licensed Master Electrician. There is an annual license fee of \$500.

- . To maintain your Master Electrician License you are required to renew yearly.
- . You must hold your license for a minimum of one year before being permitted to shelve.
- . You must renew or shelve your license annually or you will forfeit your license and will be required to retest.
- . As a Putnam County Licensed Master Electrician, you are required to adhere to all Putnam County insurance requirements and electrical license laws (Please contact the Board of Electrical Examiners for a copy of insurance requirements and licensing law).

Master Electrician

Must prove 7.5 years of electrical experience.

A Master Electrician is able to reciprocate with Westchester County.

The above process can take between three to six months.

Fees are subject to change.

<p>YEARS OF EXPERIENCE TO APPLY TO TAKE THE ELECTRICAL JOURNEYMAN EXAM</p> <p>All applicants must take a written examination of which a minimum grade of 75% is required before issuance of a license.</p>	<p>Applicant must have 5 years of full-time working experience executing/installing electrical work.</p> <p>Experience cannot consist solely of solar installations.</p>
<p>YEARS OF EXPERIENCE TO APPLY TO TAKE THE MASTER ELECTRICIAN EXAM</p> <p>APPLICANT MUST BE A LICENSED PUTNAM COUNTY ELECTRICAL JOURNEYMAN PRIOR TO TESTING FOR THE MASTER EXAM</p> <p>All applicants must take a written examination of which a minimum grade of 75% is required before issuance of a license.</p>	<p>Applicant must have 7.5 years of full-time working experience executing/installing electrical work.</p> <p>Experience cannot consist solely of solar installations.</p>
<p>Applicant must be a competent electrician and qualified to do electrical contracting and installation of electrical wiring of all types.</p>	<p>Proof can be in the form of, but not limited to:</p> <ul style="list-style-type: none"> . w-2 tax forms . Letter from employer(s) - Notarized . Social security statements . Notarized statements of hours worked from employers or from benefit funds detailing experience. . Notarized examples of jobs performed on company letterhead – THESE MUST BE ON ORIGINAL EMPLOYER LETTERHEAD FROM CONTRACTORS and NOTARIZED . Inspection certificates – 5 residential, 5 commercial at a minimum
<p>Applicant must be familiar with and comply with the NYS compensation law, and all other Putnam County Insurance requirements.</p>	<p>Detailed experience must include names, addresses and a description of responsibilities at said jobs.</p> <ul style="list-style-type: none"> . This should show types of work and describe residential, commercial and/or industrial work, or any combination.
<p>Applicant must be able to comply with the requirements and provisions of the current issue of <i>The National Electrical Code</i> and have knowledge of the provisions of the <i>Resolution for Licensing & Regulation of Master and Special Electricians</i>.</p>	<p>Requirements are the same for Special Electricians: Special electricians are those electricians only employed in a specific plant, municipality or building.</p>



COUNTY OF PUTNAM
 Department of Consumer Affairs/Electrical Board
 110 Old Route 6 Bldg. 3
 Carmel, NY 10512
 (845) 808-1617
<http://www.putnamcountyny.com/consumer-affairs/>

FOR OFFICE USE ONLY	
Fee Amount:	_____
Co. Check #:	_____ Pers. Check #: _____
<input type="checkbox"/>	Credit card conf. no: _____
<input type="checkbox"/>	M.O. _____
Receipt No.:	_____
Processed:	_____

APPLICATION TO APPLY FOR LICENSED MASTER ELECTRICIAN EXAM – STEP ONE

Type of license required (check one): Master 7.5 years ORIGINAL _____ Special _____

Name: _____

Home Street Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Company Name: _____

Company Street Address: _____

City: _____ State: _____ Zip: _____

Company Phone: _____ Co. Email: _____

Where should we mail correspondence that relates to your Electrical License? Please circle one: Home Company Mailing Address (if **different from above**):

Have you ever been convicted of any crime, felony, or misdemeanor? Circle one: YES NO
 If yes, include a certified copy of your Certificate of Disposition.

Have you ever had a professional or vocational license suspended, refused, or revoked? Circle one: YES NO
 If yes, explain:

Please list all municipalities/facilities where you are presently licensed as a Master/Special Electrician:



Page 2 of Electrical License Application to Test – Step 1

NOTE: IN ORDER TO QUALIFY FOR THE EXAMINATION, ALL APPLICANTS MUST COMPLY WITH SECTION 145-8,D OF THE ELECTRICAL LICENSE LAW, PROOF OF EMPLOYMENT (EXAMPLES INCLUDE BUT ARE NOT LIMITED TO: W-2 TAX FORMS, NOTARIZED STATEMENTS OF HOURS WORKED FROM EMPLOYERS OR FROM BENEFIT FUNDS, NOTARIZED EXAMPLES OF JOBS PERFORMED ON COMPANY LETTERHEAD, INSPECTION CERTIFICATES, ETC.) PROOF MUST BE ATTACHED TO THIS APPLICATION FORM.

EXPERIENCE AND EDUCATION (Attach additional pages if necessary):

AFFIDAVIT

In consideration of being granted a Putnam County Master’s or Low Voltage Lmtd. Data Comm. Technician’s license, it is agreed that the applicant will comply with the rules and regulations of the Putnam County Electrician’s law.

I certify that the information on this application is true and accurate and understand that any incomplete, inaccurate or false information may cause the registration to be delayed, denied, suspended or revoked.

PENALTY FOR FALSIFICATION – Falsification of any statement made herein is an offense punishable by a fine and/or imprisonment.

SIGNATURE OF APPLICANT: _____

DATE: _____

PLEASE MAIL THIS APPLICATION TO THE PUTNAM COUNTY ELECTRICAL BOARD, ALONG WITH THE APPLICATION FEE, MADE PAYABLE TO “COMMISSIONER OF FINANCE.” YOU MUST ALSO PROVIDE A PHOTOCOPY OF A DRIVER’S LICENSE OR PASSPORT).

YOU ARE REQUIRED TO NOTIFY THIS OFFICE IN WRITING WITHIN 15 DAYS OF ANY CHANGE(S) IN THE INFORMATION SUPPLIED BY YOU ON THIS APPLICATION. PRIOR TO LICENSE BEING ISSUED, ALL INSURANCE REQUIRMENTS MUST BE MET.

