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Chairman

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Director – Office of Consumer Affairs  
[www.putnamcountyny.com/consumer-affairs/](http://www.putnamcountyny.com/consumer-affairs/)  
(845) 808-1617



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**Charles Gorges**  
**Ronald Massaro**  
**John Morrison**  
**Carmine Ricci**  
**William Rossiter**  
**Randy Taggart**

**Athena Arvan**  
*Conf. Secretary*

## **BOARD OF ELECTRICAL EXAMINERS**

### **APPLICATION PROCESS FOR OBTAINING A PUTNAM COUNTY ELECTRICAL JOURNEYMAN LICENSE**

There are three steps involved in the process of becoming an Electrical Journeyman in Putnam County.

**First**, the Electrical Board must review your application.

Please complete the enclosed application form and **supply proof of your experience**

The application fee is **\$150**.

- . Application Form – completely filled out and notarized by you
- . Proof of Employment Form – filled out and notarized by employer
- . Proof of **five (5) full years** of w-2s in the electrical trade, including completion of worksheet
- . Copy of driver's license – If address on license is different than home address, please provide documentation that reflects home address, e.g., utility bill.
- . Check or money order (no cash accepted) in the amount of \$150 made payable to: Commissioner of Finance

The above process can take between three to six months. Fees are subject to change.

**Second**, if the Electrical Board approves your application, you will be eligible to take the Journeyman Electrician's test. The testing fee is \$100 payable directly to testing provider.

**Third**, once you pass the test, you will be eligible to obtain a Putnam County Electrical Journeyman License. You must be a Putnam County Electrical Journeyman before you can test for an Electrical Master license.



**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.	_____
Driver's Lic. (Proof of Res.):	<input type="checkbox"/> Y <input type="checkbox"/> N
Processed:	_____

**APPLICATION TO APPLY FOR ELECTRICAL JOURNEYMAN EXAM – STEP ONE**  
**(To be completed by journeyman applicant)**

Name: \_\_\_\_\_

Home Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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

Company Name: \_\_\_\_\_

Company Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Company Phone: \_\_\_\_\_ Co. Email: \_\_\_\_\_

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

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.

AFFIDAVIT

STATE OF \_\_\_\_\_ )  
 COUNTY OF \_\_\_\_\_ ) SS:

\_\_\_\_\_ being duly sworn deposes and says that s/he is the applicant above named and that the statements contained herein are true to the best of his/her knowledge and belief.

\_\_\_\_\_  
 Applicant Signature

STATE OF \_\_\_\_\_ )  
 COUNTY OF \_\_\_\_\_ ) SS:

On the \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ before me, the undersigned, personally appeared \_\_\_\_\_, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

\_\_\_\_\_  
 Notary Signature      Notary Stamp:



**BOARD OF ELECTRICAL EXAMINERS**  
**Proof of Employment Form for Journeyman**  
**(To be completed by a Putnam County Licensed Electrician (Master/Recip))**

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

Name of Master Electrician: \_\_\_\_\_ Lic.No: \_\_\_\_\_

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Company Tel. No: \_\_\_\_\_

Company Email: \_\_\_\_\_

\_\_\_\_\_ is an employee of the above company.

Name of Employee

The dates of employment have been as follows: \_\_\_\_\_ to \_\_\_\_\_.

Please circle one:      Full-time employee      Part-time employee

By signing this form I attest, under penalty of law, including the possible suspension or revocation of my license, that, to my knowledge, all the statements contained herein are true and accurate, and that if requested by the Putnam County Electrical Board, I will be able to provide the payroll records to prove the dates of employment.

\_\_\_\_\_ Signature of Master Lic. Holder

Sworn before me on the \_\_\_\_\_ day of \_\_\_\_\_ in the year 20\_\_\_\_.

Notary Signature: \_\_\_\_\_

Notary Stamp:

**Putnam County**  
**Board of Electrical Examiners**

**Summary of Work Experience**

Date: \_\_\_\_\_ Name of Applicant: \_\_\_\_\_

Check one: \_\_\_\_\_ Master Electrician Exam (7.5 years required)  
 \_\_\_\_\_ Electrical Journeyman Exam (5 years required)  
 \_\_\_\_\_ Low Voltage/Data Comm. Exam (4 years required)

**Please complete the following W-2 summary table:**

<b><u>Employment History</u></b>	<b><u>Employer Name &amp; Address</u></b>	<b><u>Check off all that apply</u></b>	<b><u>Salary Amount</u></b>
Date of hire (Day/Mo/Yr): _____  Years with this employer: _____		Full time _____ Part time _____ Residential _____ Commercial _____ Industrial _____	
Date of hire (Day/Mo/Yr): _____  Years with this employer: _____		Full time _____ Part time _____ Residential _____ Commercial _____ Industrial _____	
Date of hire (Day/Mo/Yr): _____  Years with this employer: _____		Full time _____ Part time _____ Residential _____ Commercial _____ Industrial _____	
Date of hire (Day/Mo/Yr): _____  Years with this employer: _____		Full time _____ Part time _____ Residential _____ Commercial _____ Industrial _____	
Date of hire (Day/Mo/Yr): _____  Years with this employer: _____		Full time _____ Part time _____ Residential _____ Commercial _____ Industrial _____	
Date of hire (Day/Mo/Yr): _____  Years with this employer: _____		Full time _____ Part time _____ Residential _____ Commercial _____ Industrial _____	
Date of hire (Day/Mo/Yr): _____  Years with this employer: _____		Full time _____ Part time _____ Residential _____ Commercial _____ Industrial _____	