



PINELLAS COUNTY CONSTRUCTION LICENSING BOARD

TO: APPLICANTS FOR JOURNEYMAN RECIPROCITY

REF: CHAPTER 75-489, LAWS OF FLORIDA

The Pinellas County Construction Licensing Board has a policy of reciprocity with other Florida Jurisdiction. The conditions for reciprocity of licensing are:

1. Applicant completes required PCCLB application;
2. Applicant pays original licensing fee required of all PCCLB - licensed contractors (\$75);
3. Applicant has passed a Block-proctored, Thompson Prometric, Prometic or Experior examination in the particular construction field;
4. Local Licensing authority provides an original letter with;
 - a. Applicant's Name
 - b. Date of proctored examination by Block and Associates, Thompson Prometric, Prometic or Experior
 - c. Score attained by applicant
 - d. Statement of good standing with licensing jurisdiction
5. Local jurisdiction agrees to reciprocate with PCCLB - licensed journeyman
6. PCCLB approves applicant for licensure.

If an applicant for an original certificate does not provide a complete application with all required Supplementary information within one year from the date of filing the application, the fee paid shall Be credited to the PCCLB as earned fee. A new application for a certificate shall be accompanied By another application fee.

ALL FEES ARE NONREFUNDABLE

Pinellas County Construction Licensing Board

12600 BELCHER ROAD, SUITE 102

LARGO, FLORIDA 33773

Telephone (727) 582-3100

JOURNEYMAN APPLICATION FORM

Cert. No. _____

Receipt. No: _____

Date: _____

DATE OF EXAM _____

GRADE _____

DATE OF EXAM _____

GRADE _____

DATE OF EXAM _____

GRADE _____

DO NOT FILL IN ABOVE LINE

Type or Print in ink. Answer all questions.

1. Present Journeyman Certificate No. _____

2. I am applying for the following:

Plumbing Journeyman _____

Pipe Fitting Journeyman _____

Electrical Journeyman _____

Air Conditioning Journeyman _____

Sheet Metal Journeyman _____

3. Have you previously applied to this Board for Certification for any type contractor or journeyman? If so, when?

4. Name of Individual to be Certified _____ Social Security Number _____
(as you would have it on Certificate)

(The PCCLB collects your social security number for the following purposes: classification of accounts; identification and verification; credit worthiness; billing and payments; data collection, reconciliation, tracking, benefit processing and tax reporting. Social security Numbers are also used as a unique numeric identifier and may be used for search purposes).

5. Residence Address _____ City _____ State _____ Zip _____

6. Date of Birth _____ Place of Birth _____

7. Sex: ___ Male ___ Female

8. Telephone: Home _____ Business: _____

9. Give names of institutions, locations, length of time spent in each and course:

	<u>High School</u>	<u>Location</u>	<u>Years Attended</u>		<u>Type of Course</u>
			<u>From</u>	<u>To</u>	
High School	_____	_____	_____	_____	_____
Trade School	_____	_____	_____	_____	_____
Other	_____	_____	_____	_____	_____

10. Have you previously been employed as any type of licensed journeyman?

How long _____ Type journeyman _____

Where _____

11. History of employment as a helper, apprentice or journeyman in the profession for which you desire certification: use lost six (6) years only.

Name of Firm or Job	Where	When	Duties
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

12. **Three original character letters** must be submitted from reputable business or professional persons (*not relatives of applicant or present or past employers*) of Pinellas County or the County of applicant's lost employment.

13. If the answer to any of the following questions is "yes" explain fully under "Remarks," giving names, dates, locations, etc.

- | | <u>YES</u> | <u>NO</u> |
|---|------------|-----------|
| a. Have you been convicted of a misdemeanor or felony, or are you presently under a charge of committing a misdemeanor or a felony? | _____ | _____ |
| b. Have you ever been refused a journeyman's or other professional license, or had such a license suspended or revoked? | _____ | _____ |
| c. Are you now doing business, or have you ever done business under a fictitious name? Attach proof of compliance with the Florida Fictitious Name Act. | _____ | _____ |

REMARKS: _____

(Use Additional Sheet if Necessary)

14. I hereby apply for a Journeyman's Certificate as a _____
Journeyman and enclose the fee in the amount of \$75,00. I have read the accompanying instruction sheet and have answered all the questions. I understand that my certificate can be suspended or revoked for good cause shown.

Signed _____
Applicant

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by

(Print name of person taking acknowledgment)

(Signature of Notary Public - State of Florida)

(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally known _____ **OR** produced Identification

Type of Identification Produced _____

PINELLAS COUNTY CONSTRUCTION LICENSING BOARD
12600 BELCHER ROAD, SUITE 102
LARGO, FL 33773

Information in this box to be filled in by Applicant.
(PRINT OR TYPE)

Applicant _____
(Name of person to be examined)

Address _____
(Same as application)

Classification _____

CERTIFICATE IN SUPPORT OF JOURNEYMAN APPLICANT'S EXPERIENCE QUALIFICATIONS
(To be attached to application for examination)

The person certifying to his knowledge of the experience of the applicant above named shall complete the form below.
READ THE REVERSE SIDE BEFORE PROCEEDING.

I, _____ certify that I am
Name of Employer (Print)

personally familiar with the work experience of _____
Name of Examinee

during the period from _____ to _____
Month Year Month Year

and that I know of **my own direct knowledge** that said applicant was employed as follows:

Tell in your own words what you know of the applicant's experience. Give the dates of employment. Describe the type of work performed and the position as worker, apprentice, helper, journeyman, foreman or supervisory employee. Describe the kind of buildings, structures, projects or equipment worked on and the extent of trade experience known to you. Give any other details that might aid in evaluating experience.

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me

This _____ day of _____ 20____ by

(name of person acknowledging)

(Signature of Notary Public - State of Florida)

(Print Type, or Stamp Commissioned Name of Notary Public)

Personally Known _____ OR Produced Identification

Type of Identification Produced _____

Signature of employer (License No.)

(PRINT name of employer)

(Address of Employer)

**WHEN FILED WITH AN APPLICATION THIS CERTIFICATE BECOMES THE PROPERTY
OF THE PCCLB AND IS KEPT AS A MATTER OF RECORD**

RETURN TO APPLICANT

To Persons Requested to Certify to Applicant's Experience:

The applicant named on the reverse side is required to prove the right to take a journeyman's examination by furnishing these verifications in support of experience shown in the application. Enough verification is required to prove such experience to the Board. The applicant must have had:

NOT LESS THAN * ____ YEARS EXPERIENCE PRECEDING THE FILING OF AN APPLICATION IN THE PARTICULAR CLASSIFICATION OF LICENSE FOR WHICH APPLICATION IS MADE.

- * 4 years for Electricians
- * 4 years for Plumbers
- * 4 years for Pipe Fitters
- * 4 years for Air Conditioning
- * 3 years for Sheet Metal

You are being requested to certify as to your knowledge of applicant experience by completing the form on the opposite side.

Verifications must be by licensed contractors, with direct knowledge of the applicant's experience. **This form must be notarized.**

Do not mail this form to the Pinellas County Construction Licensing Board.
Return it to the applicant to be attached to the application.

Your cooperation is earnestly solicited so that the PCCLB can determine whether an applicant has had the experience necessary to become a capable and qualified journeyman.

HOW TO COMPUTE YEARS OF EXPERIENCE - USE ANY OF THE FOLLOWING:

1. Completion of a 4-year apprenticeship program equals 4 years; or
2. Completion of 4 years' full-time employment (2,000 hours/year) since leaving (high) school equals 4 years; or
3. Completion of less than 4 years' full-time employment since leaving (high) school can be added to actual part-time hours worked before leaving school once age 16 was attained. This means actual part-time hours worked since 16th birthday and during school years may be added to years of work since leaving school to total 4 years.

The total hours needed to qualify for 4 years equals 8,000 (4 X 2,000). For the sheet metal journeyman classification only verification of 6,000 hours is required.

All work must be verified by licensed contractors or building official's familiar with the applicant's experience.

DESCRIPTION OF JOURNEYMAN CLASSIFICATIONS

The following is a description of the general types of work covered in the various journeyman classifications certified by the Pinellas county Construction Licensing Board.

1. Air Conditioning Journeyman

Those who are qualified to install, maintain, repair, fabricate, alter or extend; central air conditioning, refrigeration, heating and ventilating, including ductwork and all appurtenances, apparatus, piping vessels, ducts and insulation used in connection therewith while employed or supervised by an Air Conditioning Contractor.

2. Sheet Metal Journeyman

A person who performs the manual work of installing sheet metal under the direction of a sheet metal contractor. (Unlimited services in manufacturing and installation, ferrous and nonferrous, of U.S. No. 10 gauge or lighter; air handling systems, including setting of air handling equipment and including balancing of air handling systems.)

3. Electrical Journeyman

A person who performs the work of installing electrical wiring under the direction of a master electrician. (Unlimited electrical work, all types.)

4. Plumbing Journeyman

A person who performs the manual work of installing plumbing under the direction of a master plumber. (Unlimited plumbing work, all types.)

5. Pipe Fitting Journeyman

A person who performs the manual work of installing piping for central air conditioning, refrigeration, and heating, piping to boilers and unfired pressure vessel systems, lift station equipment and piping, insulation of pipes, pressure and process piping, pneumatic control piping, piping to fuel tanks and pump installations, installation of oil tanks, fire sprinkler systems and standpipes, air piping, vacuum line piping, oxygen lines, nitrous oxide piping, ink and chemical lines, and condensate drain piping.

It does not include duct work, ventilating, insulation of vessels and ducts, fuel transmission lines, liquefied petroleum or natural gas fuel lines within buildings, potable waterlines or connections thereto, sanitary sewer lines, swimming pool piping and filters, or electrical power wiring.