



Journeyman Plumber

Fire Suppression Piping Installer Registration

SECTION 1: REGISTRATION CRITERIA

To register as a Journeyman Plumber or Fire Suppression Piping Installer, you must:

- Be at least 18 years old
- Be able to read, write and understand the English language
- Have good moral character so as to not adversely impact upon fitness to perform the duties and responsibilities of a Journeyman Plumber or Fire Suppression Piping Installer
- Have a progressive understanding, proficiency and competence in the plumbing or fire suppression piping trade, including:
 - A working familiarity with the Code and technical standards and the ability to apply the Code requirements correctly
 - The application of basic plumbing/fire suppression theory and using trade skills on the job site
 - A working knowledge of the tools of the trade and the ability to properly use them
 - An ability to draft simple diagrams and interpret drawings for the plumbing/fire suppression work in which the applicant is engaged
- Meet the Registration Qualifications (see Section 2)
- Submit your registration application (see Section 3)

SECTION 2: REGISTRATION QUALIFICATIONS

You must meet at least one of the following:

- 5 years of full-time experience** (minimum) performing plumbing or fire suppression piping under the direct and continuing supervision of a licensed

Master Plumber or a licensed Master Fire Suppression Piping Contractor or equivalent, where at least **one year of experience was in New York City.**

Qualifying experience must be specifically Plumbing or Fire Suppression. Plumbing experience cannot be used to qualify for the Journeyman Fire Suppression registration, and Fire Suppression experience cannot be used to qualify for the Journeyman Plumber registration

- Have satisfactorily completed a **New York State registered training program with one year experience in New York City.**

One year of experience in New York City is required to obtain a Journeyman registration

SECTION 3: REGISTRATION APPLICATION

You must complete the [Journeyman registration](#) on the Department's website. Make sure you read the instructions and the application carefully. **You must print out the PDF version of the application before closing out your online session.** If you do not complete all the required fields, your application will be denied.

Upon submission, you will receive a confirmation email. The email acknowledges receipt of your application and does not mean you have been found qualified. You must schedule an appointment with the Licensing Unit to finalize the process.

You may call for an appointment starting 10 business days from the date you receive your confirmation email. Please bring the following documents with you to your appointment:

- Photo Identification (driver's license, passport, green card)
- Original Social Security Card
- If you have been qualified using an apprenticeship / training program, you must bring the original completion certificate with you
- Notarized affidavits from all past or current employers you have indicated on your online application. Affidavits from NYC licensees must be sealed. Letters must include the following information and must be an exact match to what was submitted in your online application:
 - Your job title (helper, journeyman, etc.)
 - A detailed description of your duties
 - Your employment dates for each licensee you worked with (must be in mm/dd/yyyy format)

- Whether your employment was full- or part-time
- A statement by the licensee that he or she directly supervised you
- Social Security History of Earning for the years you are claiming as experience. You must request the report to be run by the company's name. Visit the Social Security Administration's website at <http://ssa.gov/online/ssa-7050.html> for more information
- A printout PDF version of your online application
- Your registration fee of \$50, payable with cash, credit card, check or a money order

Your registration will not be granted unless you can verify that you meet the above qualifications. You have one year from the date the Department send you the email confirming receipt of your application to begin submitting the required documents for your registration.

Licensing Unit
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