**NEW YORK CITY FIRE DEPARTMENT**
**BUREAU OF FIRE PREVENTION**
**PUBLIC CERTIFICATION AND EDUCATION**

## NOTICE OF EXAMINATION FOR

**Title:** **Certificate of Fitness for Commercial Kitchen Exhaust System Cleaning Technician (W-64/F-64)** **12/08**

**Date of Test:** Written tests are conducted Monday to Friday (except legal holidays) 9:00 AM to 2:30 PM.

## QUALIFICATION REQUIREMENTS

1. Applicants must be at least 18 years of age.
2. Applicants must have a reasonable understanding of the English language.

3a. Applicants seeking a C of F (W-64) for employment with a Commercial Kitchen Exhaust System Cleaning Servicing Company must submit a letter signed by the owner or principal of the company. Additionally, the companies must provide $ 500,000 of liability insurance with the city of New York being co named on the policy. Until their company is recognized by the FDNY, applicants will receive a **Z-64**. It will be updated, at no cost to the applicants when their company is recognized. This Certificate (**W-64)**, allows holders to work citywide under the supervision of the owner or principal of a recognized Cleaning Servicing Company.

3b. Applicants seeking a C of F (**F-64**) for a company other than a Commercial Kitchen Exhaust System Cleaning Servicing Company must submit a letter on official letterhead, from the employer, with the applicant's name, character, physical condition, and experience. Additionally, must provide insurance for $ 500,000 with the City of New York being co named on the policy.

F-64 is only valid for one restaurant location and is premise related. City wide companies can **not** receive F-64 categories.

4. Applicants must present one (1) form of satisfactory photo identification i.e., driver's license or passport.

## APPLICATION INFORMATION

Application Fees: $25.00 for originals and $15.00 for renewals. The fee may be paid in cash, money order, or personal check payable to New York City Fire Department. The $25.00 fee must be payable by all applicants prior to taking the Certificate of Fitness test. Application forms are available at the Public Certification Unit, 1st floor, 9 MetroTech Center, Brooklyn, NY 11201.

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