

The [2025 New York City Electrical Code](#) took full effect on December 21, 2025. The Code is comprised of the amendments to the General Administrative Provisions in Title 28 of the City's Administrative Code and the New York City specific amendments to the 2020 edition of NFPA 70 - National Electrical Code.®

### New License Application Requirement

As of February 23, 2026, all Master and Special Electrician license applications are required to be submitted through [DOB NOW: Licensing](#). Read the related [Service Notice](#) for more information. Please see the [DOB NOW: Licensing Presentation \(Electrician\)](#) or the video tutorial [DOB NOW: Licensing Electrician Webinar](#) for step-by-step directions on how to apply for the Master and Special Electrician license.

*NOTE: The Department no longer accepts walk-in transactions or paper applications for this license.*

## STEP 1: APPLYING & SCHEDULING FOR THE EXAM

**Pursuant to §28-430.6 Waiver of Examinations.** Where the application is on behalf of a City agency, the Commissioner may waive the examination requirement if the applicant has sufficient experience qualifications of a type and duration comparable to those set forth in section 28-430.3 of this section as determined by the Commissioner.

Candidates **must pass both** a written and practical exam before submitting a background application to become a Licensed Master/Special Electrician.

### Exam Application & Payment

All exam fees must be submitted through the License Exam Application/Payment function on the [DOB NOW Public Portal](#). A DOB NOW account is not required. To apply, open **License Exam Application/Payment**, select **New Payment**, choose **Master/Special Electrician** as the license type, complete the required information, and submit payment by eCheck or credit card.

### Written Exam

- Candidates must first apply for the written exam and submit a payment of \$585.00 fee, payable by eCheck or credit card. **Candidates must first pass the written exam before they can apply for the practical exam.**
- The written exam is multiple-choice and covers NYC Electrical Codes, rules, and regulations. **Reference materials are not permitted.** Passing score is 70%. Results are provided at the test site upon completion.
- If you pass the written exam, you will be notified at the testing location on the day of the exam.

### Practical Exam

- After passing the written exam, you must apply separately for the practical exam and submit the \$530.00 fee, payable by eCheck or credit card
- Candidates have 24 months from the date of written exam notification to pass the practical exam.
- If you pass practical exam, you will receive an official results letter by U.S. mail approximately 3–4 weeks after testing.

## Scheduling for Your Exam

Once your exam application is accepted, you will receive an email from the exam administrator within 2–3 weeks with scheduling instructions. Exams are administered at multiple locations throughout New York State.

If you have questions about your exam application or about the exam application process, please direct your inquiry to [LicenseExams@buildings.nyc.gov](mailto:LicenseExams@buildings.nyc.gov). If you are experiencing technical difficulties with the DOB NOW Portal, please direct your inquiry to [DOB NOW Help Form](#).

## STEP 2: LICENSE QUALIFICATIONS

To obtain a Master/Special Electrician license, you must meet the following qualifications prior to submitting your background application:

1. Be at least eighteen (18) years old
2. Be able to read and write the English language
3. Be fit to perform the work authorized by the license
4. Have good moral character so as not to adversely impact your fitness to perform the duties and responsibilities of a Master/Special Electrician, and
5. Meet one (1) of the following experience criteria:
  - Has at least seven (7) years of experience within ten (10) years prior to application working with their tools on the installation, alteration, and repair of wiring and appliances for light, heat, and power in or on buildings or comparable facilities under the direct and continuing supervision of a licensed master or special electrician in the United States, at least two (2) years must have been obtained in New York City;
  - Has received a bachelor's degree in electrical engineering or appropriate engineering technology from an accredited college or university, and has at least three (3) years of experience of within five (5) years prior to application working with their tools on the installations, alteration, and repair of wiring and appliances for electric light, heat, and power in or on buildings or comparable facilities under the direct and continuing supervision of a licensed master or special electrician in the United States, at least two (2) of such years must have been obtained in New York City;
  - Has completed an apprenticeship program registered with the New York State Department of Labor, specializing in electrical wiring, installations, and design or applied electricity and who has at least five (5) years within ten (10) years prior to application of experience working with their tools on the installation, alteration, and repair of wiring and appliances for electric light, heat, and power in or on buildings or comparable facilities under the direct and continuing supervision of a licensed master or special electrician in the United States, at least two (2) of years must have been obtained in New York City, **or**
  - Has experience as an employee of a government agency, private inspection agency, or other entity, acceptable to the commissioner, whose duties primarily involve the inspection of electrical work for compliance with the New York City electrical code or other laws relating to the installations, alteration, or repair of electrical systems that shall be credited for fifty percent (50%) of the number of years that they have been satisfactorily employed in such duties within the ten (10) years prior to application, which however in no event shall exceed two and half (2 ½) years of credit of satisfactory experience. The balance of the required seven (7) years must have been obtained by working with their tools on the installations, alteration, and repair of wiring and appliances for electric light, heat, and power in a or on a buildings or comparable facilities under the direct and continuing supervision of a licensed master or special electrician in the United States, with at least two (2) of such years of

experience obtained in New York City, except that the above requirement that an applicant's work experience must have been within ten (10) year period prior to application shall not apply to such balance of the required seven (7) years of experience.

### STEP 3: BACKGROUND APPLICATION INVESTIGATION

To be eligible for a Master/Special Electrician, applicants are required to successfully pass both the written and practical Master/Special Electrician Exam and undergo a background investigation. Applicants must upload **PDF** copies of the required documents to the designated slot.

Applicants have one (1) year from the date of their practical examination notification to submit their application to the Department via **DOB NOW: Licensing**. All documents must be signed and notarized within the last 90 days from the date of submission.

The following documentations are required:

- Examination Score Report Form with a passing score
- **LIC62: Physical Exam Form**: form must be fully completed by a physician within 90 days prior to days prior to submitting the background application; form **must** have physician's stamp
- **Experience Verification Form (EVF)**: form must be fully completed and signed by all supervisors for the years the applicant is claiming as experience

*NOTE: EVF filled out by Human Resources or the applicant will not be accepted.*

- **Social Security History of Earnings**: please request a detailed itemized earnings statement for the years the applicant is claiming experience.

*NOTE: There is a fee charged by the Social Security Administration for this service. You must request the report to be run by 'company name.' You may request the information via their website or visiting your local social security office. Please note, not all locations may offer this therefore we strongly recommend that you call in advance and confirm if they accept walk-ins.*

- Valid government issued photo ID (driver's license, learner's permit, State ID, permanent resident card, or passport)
- Social Security Card

If you have questions about your background application or would like to inquire the status, please direct your inquiry to **lbackgrounds@buildings.nyc.gov**. If you are experiencing technical difficulties with the DOB NOW Portal, please direct your inquiry to **DOB NOW Help Form**.

### Additional Documents

#### Business Documents

As a licensee applicant, you are required to be an officer, partner or sole proprietor of a business/company, and the business **must** have a place of business in New York City that complies with all Zoning Code regulations (i.e., within a commercial zone). Applicants will be required to submit the following business documentation:

- All electrician businesses **must** have **General Liability, Workers' Compensation, and Disability Insurances**, see the **Insurance Guidelines** section for more information about insurances.
- All Master Plumber businesses provide a telephone bill in the business's name for the approved business location. If the phone service is a non-traditional landline (i.e., VoIP or mobile service), the business **must** also provide one of the following documents in the business's name for the approved location:

- A current utility bill (water, electricity, or gas); **or**
- A signed and notarized lease or rental agreement stating that all utilities are included as part of the agreement

#### Requirements for Corporations

- A **certified** copy of your corporation's Certificate of Incorporation from the [New York State Department of State](#)

*\*Must include the all-purpose clause stating: This Corporation is formed to do Electrical work, bid on Electrical contracts, and perform such other functions as may be ancillary to an Electrical contracting business.*

- A copy of your corporation's Filing Receipt or Certificate of Good Standing

*\*NOTE: All firms, corporations, or partnerships must have **Electric** or **Electrical** as part of the official name.*

- A copy of your corporation's minutes stating the names of the corporation's elected officers

*\* Minutes **must** contain the Name, Address, and titles of all partners.*

*\*\* Licensee **must** be designated as an officer of the firm.*

*\*\*\* If there is more than one licensee at the firm, one licensee **must** be designated as the **Responsible Representative**; this must be submitted on a company letter head and notarized by the licensee.*

#### Requirements for Limited Liability Companies (LLC)

- A **certified** copy of your LLC's Filing Receipt or Certificate of Good Standing

*\*NOTE: all firms, corporations, or partnerships must have **Electric** or **Electrical** as part of the official name.*

- A certified copy of your LLC's Articles of Organization from the [New York State Department of State](#)

*\*Must include the all-purpose clause stating: This Company is formed to do Electrical work, bid on Electrical contracts, and perform such other functions as may be ancillary to an Electrical contracting business.*

- A copy of your LLC's minutes stating the names of the LLC's elected officers.

*\* Minutes **must** contain Name, Address, and titles of all partners.*

*\*\* Licensee **must** be designated as an officer of the firm.*

*\*\*\* If there is more than one licensee at the firm one licensee **must** designated as the 'Responsible Representative'; this must be submitted one a company letter head and notarized by the licensee.*

#### Requirements for Partnerships

- Your partnership's Certificate of Partnership stating all present officers and their percentage of ownership.

#### Requirements for Individuals with a Business Name (Sole Proprietors)

- A copy of your Business Certificate from the County Clerk.

#### Requirements for Businesses located outside of New York State

- A certified copy of your Application for Authority from the [New York State Department of State](#).

If you have questions pertaining to any business documents, please direct your inquiry to [licensingdob@buildings.nyc.gov](mailto:licensingdob@buildings.nyc.gov)

*NOTE: Please review your application carefully before submission. All required documents must be fully uploaded and completed in DOB NOW at the time of submission. If any required document is missing, incomplete, illegible, or incorrect, the application will be returned with an objection, resulting in avoidable delays.*

Continued failure to submit all required documentation may result in the denial of the application for failure to provide necessary information.

It is the applicant's responsibility to ensure that they meet the requirements, and all required documents are submitted correctly and in full before filing

## STEP 4: OBTAINING YOUR LICENSE CARD

If the Department determines that you have met all qualifications and successfully pass the background investigation, you will receive a determination email generated through the DOB NOW Portal with instructions for your next steps. If you do not see an email from the DOB NOW Portal in your inbox, please check your spam or junk email.

If your application is denied, you will receive a denial letter sent to the email address listed in your DOB NOW Portal explaining the reason for the denial.

You will have one (1) year from the date of approval in DOB NOW to pick up your license card. Failure to do so will result in the portal automatically closing your application as a denial, and you will be required to restart the entire application process.

If you have any questions or concerns, you must contact the **Licensing & Exams Unit** at **(212) 393-2259** or via email at [licensingdob@buildings.nyc.gov](mailto:licensingdob@buildings.nyc.gov), as all subsequent steps in the process are handled by that unit.

## STEP 5: RECONSIDERATION

An applicant who has been notified that they failed to meet the fitness and qualification requirements may request reconsideration if they have additional relevant information or documentation for the Department's review. All supporting documentation must be submitted at the time the reconsideration request is filed.

The Department must receive the request for reconsideration no later than sixty (60) days from the date of the license denial notification. For step-by-step instructions on how to apply for and upload a reconsideration request, refer to the [DOB NOW: Licensing Presentation \(Electrician\)](#).

**NOTE: Failure to timely respond to the department's objection will result in automatic denial and closure of the application. Such denials are final and ineligible for reconsideration.**