



COMMONWEALTH OF KENTUCKY
Public Protection Cabinet
Department of Housing, Buildings and Construction
DIVISION OF HVAC
101 Sea Hero Road, Suite 100
Frankfort, Kentucky 40601-5405
(502) 573-0395 Fax (502) 573-1401



JOURNEYMAN MECHANIC HVAC LICENSE APPLICATION

Please type or print application. Answer all questions on both sides of this application.

An application fee is to be submitted payable to Kentucky State Treasurer.

See attached fee schedule

**Attach a recent
passport-sized color
photograph of applicant
here.**

1. Name: _____

<i>Last</i>	<i>First</i>	<i>MI</i>
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Address: _____
(Street, Route or Box Number)

City: _____ **State:** _____ **Zip:** _____

County: _____ **Telephone:** (____) _____ - _____

Date of Birth: ____ / ____ / ____ **Social Security number:** ____ - ____ - ____

2. Company Name: _____ **Master's Name:** _____

Address: _____ **Master's License Number:** _____
(Street, Route or Box Number)

City: _____ **State:** _____ **Zip:** _____

County: _____ **Telephone:** (_____) _____ - _____

3. Examination Score Certificate enclosed: _____ **Date of exam:** _____

4. Are you currently a Registered HVAC Apprentice: _____ Registration # _____

For Office Use Only

Date Received _____

Approved _____

Issue _____

Pending _____

Approved To Test _____

Board Review _____

Approved and Status_____

Master for Company_____

Master Address _____

HVAC 2, Rev. (01-10)



5. Total HVAC experience:

(A) List the name and address of HVAC employers and dates of employment.

<u>Employer Name</u>	<u>Address</u>	<u>From</u>	<u>To</u>	<u>Phone number</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

(B) Number of HVAC work hours for which records are available: _____

Proof of employment is required

(W-2's or a signed affidavit from the Master HVAC license holder)

(C) List HVAC training programs attended and completed. Attach certificate or transcript.

<u>Title</u>	<u>Presented by</u>	<u>Dates</u>	<u>Hours</u>
_____	_____	_____	_____
_____	_____	_____	_____

The board may, in accordance with KRS Chapter 13B, revoke, suspend, place on probation, or restrict the license or certificate of any licensee or certificate holder pursuant to KRS 198B.672.

Applicant's Signature: _____ Date: _____

_____ (Initial) I am not in default of any student loans backed by the KHEAA (Kentucky Higher Education Assistance Authority). I understand that if I am in default of any student loans backed by the KHEAA, I cannot receive a Kentucky Journeyman HVAC Mechanic license at this time.

This Section to be Completed by a Notary

COMMONWEALTH OF _____

COUNTY OF _____

The applicant, whose name is, _____, being duly sworn declares that the foregoing statements subscribed are true to the best of their knowledge and belief, and that they have personally signed this application.

Subscribed and sworn to before me this _____ day of _____,

Notary Public _____

My Commission expires: _____

License is pro-rated upon initial application. The Division shall issue a license for no less than seven (7) months and no more than eighteen (18) months based upon your birth month.

A fee shall be submitted with this application. Without this fee, this application will not be processed.

Make check or money order payable to Kentucky State Treasurer.

Use the fee chart below to locate the correct fee for this application. The fee is based on your birth month and the month which you are applying.

Example: If you were born in October and you are applying in July, then the Journeyman application fee is \$62.50. This license would be valid for fifteen months. Each time you renew your license after your initial application, your license will be valid for one year and will be subject to renewal in October.

Continuing Education hours will be required for license renewals that have been issued for twelve months or longer.

Journeyman HVAC License													
Birth Month	Month You Are Applying												
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Jan	\$50.00	\$45.83	\$41.67	\$37.50	\$33.33	\$29.17	\$75.00	\$70.83	\$66.67	\$62.50	\$58.33	\$54.17
	Feb	\$54.17	\$50.00	\$45.83	\$41.67	\$37.50	\$33.33	\$29.17	\$75.00	\$70.83	\$66.67	\$62.50	\$58.33
	Mar	\$58.33	\$54.17	\$50.00	\$45.83	\$41.67	\$37.50	\$33.33	\$29.17	\$75.00	\$70.83	\$66.67	\$62.50
	Apr	\$62.50	\$58.33	\$54.17	\$50.00	\$45.83	\$41.67	\$37.50	\$33.33	\$29.17	\$75.00	\$70.83	\$66.67
	May	\$66.67	\$62.50	\$58.33	\$54.17	\$50.00	\$45.83	\$41.67	\$37.50	\$33.33	\$29.17	\$75.00	\$70.83
	Jun	\$70.83	\$66.67	\$62.50	\$58.33	\$54.17	\$50.00	\$45.83	\$41.67	\$37.50	\$33.33	\$29.17	\$75.00
	Jul	\$75.00	\$70.83	\$66.67	\$62.50	\$58.33	\$54.17	\$50.00	\$45.83	\$41.67	\$37.50	\$33.33	\$29.17
	Aug	\$29.17	\$75.00	\$70.83	\$66.67	\$62.50	\$58.33	\$54.17	\$50.00	\$45.83	\$41.67	\$37.50	\$33.33
	Sep	\$33.33	\$29.17	\$75.00	\$70.83	\$66.67	\$62.50	\$58.33	\$54.17	\$50.00	\$45.83	\$41.67	\$37.50
	Oct	\$37.50	\$33.33	\$29.17	\$75.00	\$70.83	\$66.67	\$62.50	\$58.33	\$54.17	\$50.00	\$45.83	\$41.67
	Nov	\$41.67	\$37.50	\$33.33	\$29.17	\$75.00	\$70.83	\$66.67	\$62.50	\$58.33	\$54.17	\$50.00	\$45.83
	Dec	\$45.83	\$41.67	\$37.50	\$33.33	\$29.17	\$75.00	\$70.83	\$66.67	\$62.50	\$58.33	\$54.17	\$50.00