

		Rela	
TRADE LICENSE APP	LICAT	ION	
Please review the Trade License Che	cklist to d	etermine v	what documents you need to bring with you.
			Renewal for (check one): One Year Two Years
If renewal, what is your current licen	ise numbe	er(s)? #:	#:
LICENSE TYPE (Please indicat	e what yc:	ou are appl	lying for)
MECHANICAL			<b>ENGINEER</b> (only fill out the applicant and business information and sign)
Class " A" AC/ Refrigeration Contractor	OActive	Olnactive	
Class " A" Master Gasfitter	OActive	Olnactive	
Class " B" Journeyman Mechanic	OActive		Third Class Operating Engineer's Certificate OActive
Class "B" Journeyman Gasfitter	OActive		Hoisting and Portable Engineer's Certificate OActive
ELECTRICAL			
Class "A" Electrical Contractor	OActive	Olnactive	e
Class "D" Journeyman Electrician	OActive		
Class "C" Maintenance Electrician	OActive		
Class "E" Electrician Trainee	OActive		
APPLICANT INFORMATION	٧		• •
Applicant Name			
Applicant Address			
			Zip
			( Email
			Age SSN
Date of Birth Please bring a copy of each docume			
			Federal ID Number
			Driver's License Number
City of New Orleans Certificate of R Parish Occupational License Numbe	egistration er	n Number(	(s)
Yes O No O Are you currently er	mploved?	lf ves. cor	mplete the following:
How long have you been involved in			. 2
How long have you been involved in Gas Fitting?			Years Experience
How long have you been involved in Electrical work ?			Years Experience



Construction/Development Related Licens

Date

**Tracking Number** 



## TRADE LICENSE APPLICATION

EMPLOYER/COMPANY INFO	RMATION				
Applicant/License Holder Name					
Employer/Company Address					
City	State	Zip			
	Cell Phone Number ( )				
EXAMINATIONS					
I Passed the ICC Contractor's Examination (Check all that apply)	ELECTRICAL	MECHANICAL			
	○ "A" Electrical Contractor	○ "A" AC/ Refrigeration			
	○ "C" Maintenance Electrician	○ "A" Master Gasfitter			
	🔘 "D" Journeyman Electrician	🔘 "B" Journeyman Mechanic			
		○ "B" Journeyman Gasfitter			
	○ I passed the Examination administered by the Louisiana State Licensing Board for contractors under Section V (statewide only). (For Electrical License)	<ul> <li>○ I passed the Examination administered by the Louisiana State Licensing Board of Contractors under Section VI (statewide only). (For Mechanical License)</li> </ul>			

## If you are applying for license without examination you must comply with the following:

(For Mechanical) I'm actively licensed by the City or State of \_\_\_\_\_\_as a \_\_\_\_\_and I'm applying to the City of New Orleans AS PER Article 141 (Mechanical) 111.6.1 (Fuel Gas of the 2006 Amendments). (This item is to be verified and approved by the Division Chief.)

(For Electrical) I'm actively licensed by the City	or State of	I'm applying
to the City of New Orleans as per Article 2712.1. (	(This item is to be verified and approved by the Div	ision Chief.)

- NOTE: 1. License will expire on your birthday.
  - 2. License lapsed for two (2) years will require retesting.
  - 3. City of New Orleans requires you to register your out of Parish Occupational license with the Department of Revenue Room 1W15 (504) 658-1655. Please refer to the checklist for Class A Master requirements.
- NOTE: (For First, Second, and Third Class Operating Engineer's Only):

For renewal applications, please attach expired certificate with two current passport sized photographs.

NOTE: Class E License is valid for a 5-year period. After the 5 years, you must take the Class D Journeyman examination.



Construction/Development Related License



**Tracking Number** 



\_\_\_\_

Construction/Development Related License



Tracking Number

Date

## TRADE LICENSE APPLICATION

FEES						
	Initial License Type Fees			(Delinquent Fee Per Month, effective day after your birthday)		
	Class A A/C & Refrigeration	<ul> <li>Active</li> </ul>	\$110.00	\$10.00		
	(\$110 fee to make active, if inactive)	<ul> <li>Inactive</li> <li>(letter required)</li> </ul>	\$25.00	\$10.00		
	Class A Master Castitter	<ul> <li>Active</li> </ul>	\$110.00	\$10.00		
Mechanical	Class A Master Gasfitter (\$110 fee to make active, if inactive)	<ul> <li>Inactive</li> <li>(letter required)</li> </ul>	\$25.00	\$10.00		
	Class B – Journeyman Mechanic	O Active	\$55.00	\$5.00		
	Class B - Journeyman Gasfitter	O Active	\$55.00	\$10.00		
	Class A Electrical Contractor	<ul> <li>Active</li> </ul>	\$125.00	\$10.00		
Electrical	(\$125 fee to make active, if inactive)	<ul> <li>Inactive</li> <li>(letter required)</li> </ul>	\$30.00	\$10.00		
	Class C Maintenance Electrician	O Active	\$60.00	\$5.00		
	Class D Journeyman Electrician	O Active	\$60.00	\$5.00		
	Class E Electrician Trainee	O Active	\$30.00	\$5.00		
		O Active	\$55.00			
Engineer	First Class Operating Engineer's Certificate	Inactive	\$55.00			
		O Duplicate	\$25.00			
	Second Class Operating Engineer's Certificate	O Active	\$40.00			
		O Duplicate	\$40.00			
	Third Class Operating Engineer's Certificate	O Active	\$35.00			
		O Duplicate	\$35.00			
	Hoisting and Portable Engineer's Certificate	O Active	\$25.00			
		Oelinquent	\$5.00			

## ACKNOWLEDGMENTS

As a condition of being granted a license from the Department of Safety and Permits, I hereby certify that all of the above questions have been answered to the best of my knowledge and are true and correct and I fully understand that any misstatement will cause my license if granted to become null and void. I hereby agree to comply with all Administrative Code Provisions and Department Rules and Regulations. I will keep the Division advised of any employment change. I also declare that I will observe all code regulations as they apply to my license. A person who give or offers a bribe to any employee of the City of New Orleans or any employee who takes or solicits a bribe, is guilty of a felony punishable by imprisonment a fine, or both.

Applicant Name (print)

**Applicant Signature**