



CITY OF CASPER

200 North David Street

Casper, WY82601-1862

Phone: (307) 235-8241

www.casperwy.gov

APPLICATION FOR LICENSE

ALL APPLICATIONS ARE REVIEWED BY THE COMMUNITY DEVELOPMENT DEPARTMENT. ALL INDIVIDUAL APPLICATIONS MUST BE APPROVED BY THE BUILDING OFFICIAL BEFORE TESTING IS PERMITTED. TESTING MAY BE WAIVED IF APPLICANT CAN PROVE THAT THEY HAVE ALTERNATE TESTING MEETING REQUIREMENTS OF SECTION 15.12.070 OF CASPER MUNICIPAL CODE. THIS DOCUMENTATION SHOULD BE SUBMITTED WITH THE APPLICATION. INDIVIDUALS MUST HAVE A SCORE OF SEVENTY-FIVE PERCENT (75%) OR GREATER FOR A PASSING GRADE. ALL INDIVIDUALS APPLYING FOR A CONTRACTOR'S LICENSE MUST SHOW PROOF OF \$100,000 PERSONAL INJURY AND \$300,000 PROPERTY DAMAGE LIABILITY INSURANCE AS MINIMUMS.

THIS LICENSE APPLICATION IS FOR ALL INDIVIDUALS APPLYING TO BECOME LICENSED IN THE FOLLOWING AREAS; BOILER OPERATORS, GAS FITTERS, APPRENTICE, JOURNEYMAN AND MASTER LEVELS FOR ALL MECHANICAL AND PLUMBING LICENSES, MOBILE HOME INSTALLERS, UTILITY INSTALLERS AND WATER CONDITIONING CONTRACTORS.

ALL INDIVIDUALS APPLYING FOR A JOURNEYMAN LEVEL LICENSE MUST SHOW PROOF OF FOUR (4) YEARS OF EXPERIENCE AND ALL MASTER LEVEL LICENSE MUST SHOW PROOF OF FIVE (5) YEARS OF EXPERIENCE AS A LICENSED JOURNEYMAN OR NINE (9) YEARS OF TOTAL EXPERIENCE. ALL PLUMBING AND MECHANICAL CONTRACTORS MUST EMPLOY A FULL-TIME MASTER AS A QUALIFYING INDIVIDUAL FOR THE CONTRACTOR LICENSE.

ALL INDIVIDUALS APPLYING FOR LOW PRESSURE BOILER OPERATORS MUST SHOW THREE (3) MONTHS EXPERIENCE, HIGH PRESSURE BOILER OPERATORS TWO (2) YEARS EXPERIENCE, UTILITY INSTALLERS ONE (1) YEAR OF EXPERIENCE AND GAS UTILITY INSTALLER FOUR (4) YEARS OF EXPERIENCE.

FEES FOR NEW AND RENEWAL OF LICENSE

	NEW	RENEWAL
MECHANICAL & PLUMBING CONTRACTORS	\$300.00	\$150.00
MASTER	\$ 75.00	\$ 37.50
JOURNEYMAN	\$ 25.00	\$ 15.00
APPRENTICE	\$ 3.00	\$ 3.00
MOBILE HOME CONTRACTOR	\$150.00	\$ 75.00
MOBILE HOME INSTALLER	\$ 15.00	\$ 15.00
WATER TREATMENT CONTRACTOR	\$150.00	\$ 75.00
HIGH PRESSURE BOILER OPERATORS	\$ 20.00	\$ 10.00
LOW PRESSURE BOILER OPERATOR	\$ 10.00	\$ 5.00
GAS FITTER	\$ 10.00	\$ 5.00
UTILITY CONTRACTOR	\$150.00	\$ 75.00
UTILITY INSTALLER	\$ 25.00	\$ 15.00

COMMUNITY DEVELOPMENT DEPARTMENT

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For Admin Use Only

Approved for license _____

Approved to test _____

Provide more docs _____

I, THE UNDERSIGNED, HEREBY MAKE APPLICATION FOR EXAMINATION, WITH A VIEW TO BEING REGISTERED AS A _____

EMAIL ADDRESS: _____

4. WHERE DID YOU WORK AS A LICENSED JOURNEYMAN?

EMPLOYER

CITY

TIME OF EMPLOYMENT

5. IF CURRENTLY A MASTER UNDER ANOTHER JURISDICTION, WITH WHOM ARE YOU EMPLOYED?

EMPLOYER

CITY

TIME OF EMPLOYMENT

6. WHO WAS YOUR LAST EMPLOYER?

EMPLOYER

CITY

TIME OF EMPLOYMENT

7. DATE OF TERMINATION/SEPERATION: _____

8. CURRENT EMPLOYER:

EMPLOYER

CITY

TIME OF EMPLOYMENT

9. WHAT IS THE PURPOSE OF APPLYING FOR A CITY OF CASPER LICENSE?

10. IS THERE A SPECIFIC PROJECT YOU WILL BE DOING? _____

IF YES, PLEASE PROVIDE PROJECT NAME _____

SIGNATURE: _____ DATE: _____

AFFIDAVIT

APPLICANTS MUST SUBMIT AFFIDAVITS TO CERTIFY ALL TIME AND EXPERIENCE. THESE AFFIDAVITS MUST BE WRITTEN ON COMPANY STATIONARY OR YOU MAY USE THE ATTACHED AFFIDAVIT. ALL APPLICANT'S AFFIDAVITS MUST BE NOTARIZED.

NOTARIZED AFFIDAVIT

NAME OF APPLICANT: _____
(PRINT)

IS APPLYING TO THE LICENSING AND APPEALS BOARD OF THE CITY OF CASPER,
WYOMING, TO BECOME A LICENSED _____
(TYPE OF LICENSE)

1. THAT HE HAS KNOWN THE APPLICANT FOR _____ YEARS.
2. APPLICANT WAS EMPLOYED BY _____
(FIRM NAME)

FROM _____ TO _____
AS _____ AND PERFORMED THE FOLLOWING DUTIES:

(DESCRIBE FULLY
DUTIES/WORK PERFORMED): _____

DATED THIS _____ DAY OF _____ 20, _____

SIGNATURE

PRINTED NAME OF SIGNATURE

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY OF _____ 20, _____

NOTARY PUBLIC

MY COMMISSION EXPIRES: