

**City of Ocala**  
**Application for Certificate of Competency**

\_\_\_\_\_ Residential Journeyman Plumber

\_\_\_\_\_ Commercial Journeyman Plumber

\_\_\_\_\_ Residential Journeyman Electrician

\_\_\_\_\_ Commercial Journeyman Electrician

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Home Phone No.**

\_\_\_\_\_  
**Residence Address**

\_\_\_\_\_  
**Current Employer Name / Address**

\_\_\_\_\_  
**Business Telephone #**

\_\_\_\_\_  
**Position Held**

\_\_\_\_\_  
**Length of Employment**

\_\_\_\_\_  
**Cell#**

\_\_\_\_\_  
**E-Mail**

Applicant shall submit proof of having worked in their appropriate trade as an apprentice or helper for a minimum of **two years**.

Applicants shall be required to submit to a *Prometric* examination to be administered no later than forty days after receipt of the application by the building official. Applicants shall be required to correctly answer a minimum of 75% of the questions on the examination to pass. If the applicant has taken and passed a written examination by *Prometric* and holds a current certificate from a city or county in this state which grants reciprocity, an appropriate certificate shall be issued without further examination. A fee of \$15.00 for each certificate issued under this provision shall be required: If a 75% grade is not achieved, applicant must show continued efforts to be re-tested within a six month period or the applicant will be deleted.

If after investigation and examination, the Board of Examiners and Appeals, in the exercise of its reasonable discretion, shall ascertain and determine that an applicant for certification has met all the provisions of this division, then the Board shall cause a certificate to be issued to the applicant; otherwise the application shall be denied.

**Fee:                \$25.00 Prometric Examination**

**\$15.00 Through Incoming Letter of Reciprocity**

**Payee:            City of Ocala**

Failure to renew certification prior to October 1 will result in a \$25.00 late fee. Failure to obtain re-certification, by the following January 1<sup>st</sup> will result in the removal of the Journeyman from the City's files and if applicable, loss of the persons "grandfathered" status. **All fees are non-refundable.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicants Signature