Martin County Construction Industry Licensing Board
Journeyman Application

Hover over form fields for instructions.

Instructions for submission: Email completed form to licensing@martin.fl.us
or send to Martin County Contractor's Licensing, 900 SE Ruhnke Street, Stuart, FL 34994

Instructions

The deadline for accepting applications is the 10th of the month to be eligible for the review by the Construction Industry Licensing Board. An application is complete if it includes the following.

- Application fee ($35.00) payable to Martin County Board of Commissioners
- Recent 2" x 2" photo of applicant
- Affidavit of experience completed by employer(s)
- Resume (must account for the last five years of employment and correspond with the affidavit of experience)
- If application is for reciprocity, have the county in which you took the exam send a "letter of reciprocity" to Martin County verifying that you have passed the prepared, proctored, and graded exam with a minimum score of 75%.
- If the application is for the exam, the applicant should be present at the Construction Industry Licensing Board meeting. If the applicant is not present and the board has questions, the application will be moved to the following meeting.

43.41.B. Journeymen

Journeymen electricians are those who can qualify with a minimum of four years of experience under the employment of an electrical contractor, and who only perform work in the electrical trade while employed by and under the supervision of a licensed electrical contractor.

Journeymen plumbers are those who can qualify with a minimum of four years of experience under the employment of a plumbing contractor, and who only perform work in the plumbing trade while employed by and under the supervision of a licensed plumbing contractor.

Experience Prerequisites

Journeyman electrician: 4 years **Journeyman plumber**: 4 years

Application Fee

The application fee must accompany this application and must be paid before the application is accepted by the Licensing Administrator. The application fee is not refundable after the application has been entered into the records.

Office Use Only

_____ **Paid by** ☐ Cash ☐ Check ☐ Credit card _____ _____
Amount paid Check number Date received

Applicant Information

Applicant name (first, middle, last)

Email Phone number

Home address Street City State ZIP Code

Select one ◯ Journeyman electrician ◯ Journeyman plumber

Applying for ◯ Exam ◯ Reciprocity County or city (if reciprocity)

Attach photo here

Applicant Resume

Include information for the last five years.

This resume is needed by the Martin County Construction Industry Licensing Board to properly assess the applicant's experience in the classification for which he is applying for a certificate of competency. List places of employment or names of businesses owned, beginning with the most recent one. Information must be verifiable and must include your name, address, and telephone number. Dates must be specific (month and year) and must include a description of duties and responsibilities.

From MM/YYYY	To MM/YYYY	Employer name & location	Phone	Responsibilities

Applicant Resume (cont'd)

From MM/YYYY	To MM/YYYY	Employer name & location	Phone	Responsibilities

Signature

Under the provisions of the Martin County Code of Laws and Ordinances, Chapter 43, defining, regulating, and governing contractors within Martin County, Florida, I hereby apply for a certificate to qualify as a journeyman in Martin County, Florida, under the classification indicated on page 2 of this form.

I authorize the Martin County Construction Industry Licensing Board and its agents to obtain information from any source regarding my application, including additional information concerning my experience.

I understand that any willful falsifications of any information herein, including all supplementary pages and attachments, is grounds for disqualification.

Applicant signature & date

Notarization

The foregoing Affidavit was acknowledged before me ◯ by physical presence ◯ online

by the above-named ◯ who is personally known to me or ◯ produced the following type of identification

ID information (if applicable) _____ on _____

Notary Seal

Notary Public

Notary signature & date

Affidavit of Experience

This is to verify field experience and is not a character reference. A minimum of four years of experience must be verified.

Company name | Respondent name | License number | Phone number

Company address Street | City | State | ZIP Code

The applicant named below is/was employed by the company in the role during the time period indicated below.

Applicant name | Job title | From (MM/YY) | To (MM/YY)

Total length of time in the field while employed Years | Months

Description of responsibilities

I am qualified to verify that the above information is true and correct. **This section cannot be signed by the applicant.**

Verifier signature & date

Verifier license number

Notarization

The foregoing Affidavit was acknowledged before me ◯ by physical presence ◯ online

by the above-named ◯ who is personally known to me or ◯ produced the following type of identification

ID information (if applicable) _____ on _____

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