



**THE CITY OF POUGHKEEPSIE  
NEW YORK  
BUILDING PLANNING & ZONING**

62 Civic Center Plaza, 2nd Floor  
Poughkeepsie, New York 12601  
Phone: 845.451.4007 Fax: 845.451.4006

ELC - \$250

Gary E. Beck, Jr.  
Building Inspector

**APPLICATION FOR ELECTRICAL  
EXAMINATION**

Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email Address \_\_\_\_\_

I, \_\_\_\_\_

hereby make application to qualify to take the examination for licensing as a Master Electrician in the City of Poughkeepsie, New York.

Signature: \_\_\_\_\_ Date \_\_\_\_\_

**QUALIFICATIONS:** The rules and regulations of the Board require that DOCUMENTED proof of a minimum of five (5) years current-consecutive experience must be submitted.

List of attached documentation: \_\_\_\_\_

**REQUIRED SUBMITTALS:**

- \$250 non-refundable application fee. Make check payable to City of Poughkeepsie.
- Proof of identification (NYS Driver's License or similar I.D.) Photocopy.
- Acceptable proof of experience for Board review:
  - If in business: Copies of five consecutive years of tax returns or W2's (black out SSN) and copy of DBA or Corporate Seal, etc.
  - If employed: Copies of five consecutive years of tax returns or W2's (black out SSN), notarized letter from business stating date of employment and job duties, and/or copies of inspection certificates from actual projects performed by the applicant.

**Deadline for application is four weeks before test date, no exceptions.**

**Please mail or deliver to:**

**City of Poughkeepsie Building Department, 62 Civic Center Plaza, Poughkeepsie, New York 12601**