

TO: The Borough of Chambersburg  
Plumbers' Examining Board  
100 South Second Street  
Chambersburg, PA 17201  
Email application to: jcappuccio@chambersburgpa.gov  
Phone 717-261-3231; Fax 717-264-0224

Approval by Board: \_\_\_\_\_  
Approval Date: \_\_\_\_\_  
Date License Granted: \_\_\_\_\_  
License No.: \_\_\_\_\_

- REQUEST PERMISSION TO TAKE EXAMINATION FOR MASTER PLUMBER AND RECEIVE MASTER LICENSE - FEE - \$30.00  
(RE-EXAM - \$25.00)
- REQUEST FOR SPECIAL LICENSE TO PERFORM A SPECIFIED CONTRACT (1 ANNUALLY) FEE - \$300.00
- REQUEST FOR A LIMITED LICENSE - FEE - \$15.00

Name of Applicant: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone No.: \_\_\_\_\_  
Cell Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_  
Present Employer \_\_\_\_\_ Phone No.: \_\_\_\_\_  
Employer's Address \_\_\_\_\_

**REQUIRED EXPERIENCE FOR EXAM:** Applicant must have three years (full time) experience working as a plumber under a master plumber or under a mechanical contractor. One year less experience is required if applicant has graduated from a high school with vo-tech plumbing training.

**REQUIRED EXPERIENCE FOR SPECIAL LICENSE:** Applicant must furnish evidence satisfactory to the Plumbers' Examining Board of his skill, experience, and current active practice as a plumber, as indicated by a license issued by another municipality or other comparable evidence.

**EDUCATION:** To be answered by all applicants.

High School \_\_\_\_\_  
Year Graduated \_\_\_\_\_ Name of School \_\_\_\_\_

Trade School \_\_\_\_\_ Years attended \_\_\_\_\_ Year Graduated \_\_\_\_\_  
Name of School \_\_\_\_\_

Course at Trade School \_\_\_\_\_

Total Extent of Experience in Plumbing Trade \_\_\_\_\_, Continuous? \_\_\_\_\_  
No. of years

Was plumbing trade experience interrupted? \_\_\_\_\_, Why? \_\_\_\_\_

PLUMBING EXPERIENCE: To be answered by all applicants.

List below former employers (names of persons with or under whom you practiced plumbing trade). Give most recent employer first.

			<u>Years</u>	
<u>Name of Firm</u>	<u>Name of Owner</u>	<u>Location</u>	<u>from</u>	<u>to</u>
1. _____				
Worked as (Apprentice, Journeyman, Master Plumber) _____				
Principal type of work done _____				
2. _____				
Worked as (Apprentice, Journeyman, Master Plumber) _____				
Principal type of work done _____				

If more employer, list on back of application.

It is understood that the Board may inquire into your trade and business experience, as well as your character.

Have you ever been in business as a Master Plumber under your own name? \_\_\_\_\_

Where? \_\_\_\_\_ For how long? \_\_\_\_\_

Have you ever been granted a permanent license by any other community? \_\_\_\_\_ (if Yes, provide copy of license)

Where? \_\_\_\_\_ When? \_\_\_\_\_

TRADE AND BUSINESS REFERENCES: To be answered by all applicants.

	<u>Name</u>	<u>City</u>	<u>Phone No.</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

CHARACTER REFERENCES: To be answered by all applicants.

	<u>Name</u>	<u>City</u>	<u>Phone No.</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

If a license is granted what type of work would you perform? (Check below)

Piping new dwellings

Piping Commercial Buildings

Installation of Appliances

Repair Work

Other

If a license is granted what are your intentions? (Check below)

Continue present practice outside of Chambersburg \_\_\_\_\_

Establish business in your own name in Chambersburg \_\_\_\_\_

Work for a presently established business in Chambersburg \_\_\_\_\_

( \_\_\_\_\_ )

Name of Business

Name of Owner

Work as maintenance man in industrial or other establishment \_\_\_\_\_

**Perform single plumbing contract \_\_\_\_\_ (SPECIAL LICENSE)**

Address \_\_\_\_\_

Description of job \_\_\_\_\_

Approximate total plumbing value (dollars) \_\_\_\_\_

Estimated duration of job \_\_\_\_\_

Are you familiar with the Plumbing Code of the Borough of Chambersburg? \_\_\_\_\_

Are you familiar with the bond / insurance requirements for protection of the Borough of Chambersburg? \_\_\_\_\_

- NOTES:
1. A fee of \$30.00 as required by the Borough Plumbing Code is payable at the time of examination.
  2. Examinations are given in April and October of each year.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

This page for office use only.

Review of application by Plumbers' Examining Board Members for approval to take examination:

Member	Date	Yes	No
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Approval for SPECIAL LICENSE:

\_\_\_\_\_ Approved by \_\_\_\_\_ Date \_\_\_\_\_

# MEMORANDUM

To: Plumbers License Requests

From: Jen Cappuccio, Utilities Secretary

Re: Insurance / Bond Requirements

---

## **Bond**

You will need to enter into a bond through a corporate surety company in the penal amount of \$1,000.00 (one thousand dollars) conditioned upon the payment of all sums for which he may become liable as a result of violation of the terms of this ordinance<sup>21</sup> in the performance of his work as a Master Plumber. Such bonds shall be in a form prescribed by the Borough of Chambersburg and shall be furnished to the Borough. (see attached)

## **Insurance**

You will need to carry standard policies of public liability and property damage insurance in the following amounts:

General Public Liability Insurance	\$100,000/\$300,000
General Property Damage Insurance	\$25,000
Automobile Public Liability Insurance	\$100,000/\$300,000
Automobile Property Damage Insurance	\$25,000
Workmen's Compensation	In accordance with law

Certificates of each such policy shall be furnished to the Borough indicating the amount and type of insurance carried and stating that such coverage may not be cancelled without a (10) ten days advance notice to the Borough.

The Borough of Chambersburg must have a copy of your Bond/Insurance before you will receive the Special License.

**PLUMBER'S BOND**

KNOW ALL MEN BY THESE PRESENTS, That we \_\_\_\_\_  
\_\_\_\_\_, as Principal, and

\_\_\_\_\_ as Surety, are jointly and severally held and firmly bound unto the Mayor and Town Council of the Borough of Chambersburg, a municipal corporation in Franklin County, Pennsylvania, herein called Borough, in the sum of one thousand (\$1,000.00) dollars, lawful money of the United States, to be paid to the said Borough, its certain attorneys, successors or assigns, to which payment, well and truly to be made and done, we and each of us do hereby bind ourselves, our heirs, executors, administrators, successors or assigns, and every of them.

SEALED with our hands and seals and dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

NOW THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That if the above bounded Principal and Surety, their heirs, executors, administrators, successors or assigns, or any of them, shall and do pay all sums of money for which the said \_\_\_\_\_, Principal, may become liable as a result of the violation in the performance of his work as a Master Plumber under the terms of an Ordinance of the Borough passed by the Town Council on the 30<sup>th</sup> day of November, 1964, and approved by the Mayor on the 30<sup>th</sup> day of November, 1964, then the above obligation to be void, or else to be and remain in full force and virtue.

This bond shall remain in full force and effect as to the Principal so long as he is the holder of an plumber's license issued by the Borough, and as to the Surety for one year from the date hereof and thereafter until terminated by written notice to the Borough at least then (10) days prior to the end of the year or to the date of termination, whichever is later.

Signed and sealed in the presence of:

\_\_\_\_\_  
Witness  
\_\_\_\_\_  
Principal

\_\_\_\_\_  
Witness  
By \_\_\_\_\_ (SEAL)  
Attorney-in-Fact

(The Surety must be a bonding company authorized to do business in Pennsylvania)

***Note: Bond must show name of licensed plumber and bond must be signed by plumber.***