



APPLICATION FOR CITY OF BOSTON BUILDER'S LICENSE

ALL DOCUMENTS MUST BE ORIGINAL

PACKET MUST BE COMPLETE FOR BOE TO ACCEPT

I **APPLICATION:** Please complete the application in full, insert both **WORK: AND HOME TELEPHONE NUMBERS**, sign where indicated and have certified by a Notary Public. **DO NOT** fill in the last page of the application. With regard to Item #17, we need the following information for each structure listed as having been under your personal control.

- A) Street address, City and State of property location
- B) Type of Construction
- C) Year of work performed

APPLICANTS: MUST HAVE THREE YEARS CURRENT EXPERIENCE AS A SUPERINTENDENT, ASSISTANT SUPERINTENDENT RELATIVE TO REQUESTED LICENSE.

APPLICANT for a CLASS "A" LICENSE must have three years' experience in TYPE 1 CONSTRUCTION, INCLUDING HIGH RISE CONSTRUCTION.

II **REFERENCE LETTERS:** Please obtain three (3) letters of reference from a Duly Licensed Builder, a Registered Architect & Registered Engineer. The letter must be on company letterhead and state why the individual is qualified to provide a reference. It must include the license or registration number and expiration date of the individual and then signed "**under pains and penalties of perjury.**" The letter must also be the **ORIGINAL**

III **FEE: A \$25 NON-REFUNDABLE examination fee must be paid when the application is submitted in the form of cash, money order, credit card, or personal, business or certified check.**

WE MUST HAVE ALL OF THE ABOVE ITEMS SUBMITTED AS A PACKAGE NO EXCEPTIONS!

The Board of Examiners shall be the sole judge of the acceptability of a reference and shall in its discretion reject a reference, accept in part or in full or to require additional information from either the Applicant or the referring party.

Upon receipt of the above materials, you will be scheduled for an examination. The approximate waiting period is 60 days for the examination, which is oral and taped based upon the Commonwealth of Massachusetts Building Code. We will notify you of the date, time and place.

If you have any further questions, please contact this office and we will be pleased to be of assistance to you 617-961-3225, Monday-Friday 8 a.m. until 4 p. m.



APPLICATION FOR A BOSTON G-28 LICENSE TENTS

ALL DOCUMENTS MUST BE ORIGINAL

PACKET MUST BE COMPLETE TO BE ACCEPTED

- 1. Application must be completed in full & include both work and home telephone numbers. Sign the completed application and have it certified by a Notary Public. Do not fill in the last page.**
- 2. Applicant must obtain (3) letters of reference/recommendation from individuals on their company letterhead stating why they are recommending you receive this license from the City of Boston. All letters must be the original and be signed "under pains and penalties of perjury".**
- 3. A \$25.00 NON-REFUNDABLE FEE must be included to be scheduled for an exam. A personal or business check, cash, credit card or money order are acceptable forms of payment and should be made payable to the City of Boston.**

ALL ITEMS MUST BE SUBMITTED AS A PACKET TO BE SCHEDULED

The Board of Examiners shall be the sole judge of the acceptability of a reference and shall in its' discretion reject a reference and/or require additional information from an applicant or referring party.

Within 60 days of receipt of the above mentioned materials you will be contacted by mail when you are scheduled for an exam. All exams are in person, they are oral not written and they are recorded. All exams are based on The Commonwealth of Massachusetts State Building Code. If you have any further questions please contact this office at 617-961-3225 Monday - Friday from 8:00 a.m.- 4:00p.m.