



CITY OF BOSTON FIRE PREVENTION

SYSTEMS/DEVICES & FIRE PROTECTION LICENSE

IN ORDER TO ACCEPT & PROCESS YOUR APPLICATION PLEASE SUBMIT:

- 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. If necessary to attach additional sheets, please be sure to include your signature and date of application on each sheet.
- Please note that this license certifies that the person or company is competent to install certain types of systems or devices and does not replace, supersede or act as a substitution for any trade or professional license requirement.
- If qualified, you may submit an application for more than one category (see Rules and Regulations VII, Section 7 (a) and (b).
- II **CATEGORY F-13:** If after reviewing Classes F-2 through F-12, with your subdivisions, the type of system or devices for which you seek licensing does not appear to be indicated, you may then insert classification F-13 in response to Question #5. You must then fully describe the system or device within the application.
- III **REFERENCE REQUIREMENTS:** Please obtain letters of reference from three (3) individuals who can certify to your competency and qualifications. The letter must be on company letterhead and state why the individual is qualified to provide a reference and include the individual's current license number or reference requirements.
- IV **COMPANY LICENSE:** Refer to Rules & Regulations, VIII Section (8). In reply to Question #1, be sure to include company name and individual's name (e.g., XYZ Company, by John Smith). All requirements necessary for an individual license must be met and the application should be completed accordingly. You must also submit an affidavit on company letterhead certifying that you are duly authorized to make application on the company's behalf.
- V **FEE:** A \$25 non-refundable examination fee, in the form of cash, money order or certified check **only** must be submitted.

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

Upon receipt of the above materials, you will be scheduled for an examination date, which is oral & taped. You will be sent a letter to notify you of the time & date of the exam.

If you have any further questions, please do not hesitate to contact this office and we will be pleased to be of assistance to you at 617-961-3225, Monday - Friday from 8 a.m - 4 p. pm.

PLEASE NOTE: BOSTON FIRE PREVENTION WILL TEST FOR THE F-1 LICENSE ONLY



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 I 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.