

**STATE BOARD OF EXAMINERS OF
PLUMBING, HEATING, AND FIRE
SPRINKLER CONTRACTORS**



**APPLICATION PACKET FOR PERSONS APPLYING TO TAKE THE
QUALIFYING EXAMINATION FOR
RESTRICTED LIMITED PLUMBING CONTRACTOR LICENSE**

All applicants for examination must have all necessary current North Carolina State Plumbing Code book and current Laws & Rules book issued by the Board (G.S. Chapter 87, Article 2 and 21 North Carolina Administrative Code Chapter 50) at the time the applicant submits the attached application for examination. By returning this application for approval, the applicant is stating he/she has all the required books and is prepared to test.

**Restricted Limited Plumbing Contractor 2016-07
EXAM**

Incomplete applications will be returned.

The most common reasons applications are returned are:

- Examination fee **\$100** are not included with application
- Applications are not properly **signed** and **notarized**
- **Criminal background report** using CastleBranch.com is not included, or an updated criminal background report is not included if it has been over six months since the last report was provided.
- Evidence to establish **1500 hours of experience** in the installation, maintenance, service or repair of components of plumbing systems, **OR**
- Current active Licensees from the **North Carolina Irrigation Contractor Licensing Board** may take examination, provided the applicant demonstrates that he or she holds **certificate as a Backflow Inspector** from one of the approved municipalities in North Carolina, and demonstrates **500 hours** of experience in the maintenance, service or repair of components of plumbing systems.

All applicants are required to utilize “CastleBranch.com” to submit a nationwide criminal record report to the Board (attach a paper copy of the background report to this application). Applicants are required to pay the reporting service for the cost of the report. **Answering falsely or submitting an inaccurate criminal record report can be considered fraud or deceit in obtaining a license and could lead to the denial of your application as well as prosecution under G.S. 87-23 and G.S. 87-25.**

Mail Completed Application Packet and Examination Fee To:
**State Board of Examiners of Plumbing,
Heating and Fire Sprinkler Contractors
1109 Dresser Court
Raleigh, NC 27609**

21 CAC 50.0301 QUALIFICATION DETERMINED BY EXAMINATION

(a) In order to determine the qualifications of an applicant, the Board shall provide a written or computer-based examination in the following category:

Restricted Limited Plumbing Contractor

(j) Applicants for a license as a Restricted Limited Plumbing Contractor shall obtain a license based on experience set forth in Rule .0306 and shall be required to pass both the business and law part and the technical part of the Restricted Limited Plumbing Contractor examination.

21NCAC 50.306 APPLICATIONS: ISSUANCE OF LICENSE

(j) Applicants for a Restricted Limited Plumbing Contractor license shall present evidence at the time of application to establish 1500 hours of full-time of experience in the installation, maintenance, service or repair of plumbing systems, whether or not a license was required for the work performed. Up to one-half of the experience may be in academic or technical training related to the field of endeavor for which examination is requested. The Board shall prorate part-time work of fewer than 40 hours per week or part-time academic work of less than 15 semester or quarter hours.

(k) In lieu of the requirements of Paragraph (j) of this Rule, applicants for a Restricted Limited Plumbing Contractor License who present a current active License from the North Carolina Irrigation Contractor Licensing Board may take the examination, provided the applicant demonstrates that he or she holds certification as a Backflow Inspector from one of the municipalities in North Carolina or demonstrate 500 hours of experience in the maintenance, service or repair of components of plumbing systems.

21 NCAC 50.0518 RESTRICTED LIMITED PLUMBING CONTRACTOR LICENSE

Licensure in the Restricted Limited Plumbing Contractor classification is required of persons who do not possess a license as a plumbing contractor, but contract install, repair or replace:

- (1) Exterior building sewer piping, as defined in the North Carolina Plumbing Code, which is hereby incorporated by reference including all subsequent editions and amendments. The document can be accessed at <http://www.NCDOI.com/OSFM/Engineering>.
- (2) Exterior water service piping two inch diameter or less, as defined in the North Carolina Plumbing Code;
- (3) Exterior backflow preventers connected to water service piping two inches in diameter or less; or
- (4) Water filtration systems or components of water filtration systems that filter, treat, condition or remove impurities from potable water by means of a fine physical barrier or membrane, a chemical process or a biological process, and which are installed on a water distribution line or water service piping, as defined in North Carolina State Plumbing Code.

21 NCAC 50 .1101 EXAMINATION FEES

(c) An application for a license by examination requires a fee of one hundred dollars (\$100.00), consisting of an application fee of twenty-five dollars (\$25.00) and an examination fee of seventy-five dollars (\$75.00), which is nonrefundable. Upon passage of the examination, the license fee set forth in 21 NCAC 50.1102 or this Rule must be paid to obtain the license within 45 days of notification of the result of the examination, except that anyone passing the examination after November 1 of any year may elect to obtain a license for the following year rather than the year in which the exam was passed.

21 NCAC 50 .1102 LICENSE FEES

(k) The annual license fee for a Restricted Limited Plumbing Contractor is one hundred thirty dollars (\$130.00).

STATE BOARD OF EXAMINERS OF PLUMBING, HEATING & FIRE SPRINKLER CONTRACTORS
APPLICATION FOR EXAMINATION FOR
RESTRICTED LIMITED PLUMBING CONTRACTOR

Please print legibly in black ink or type (Applications must include full name and not an initial).

Full Name:

First Middle Last

Social Security No. - - Date of Birth

(Required)

Home Address:

Work Address:

Street/PO Box Street/PO Box

City State City State

Zip County Zip County

Home Phone: Work Phone:

Email: Fax:

Home Physical Address:

Street City State Zip

Examination fee \$100 and is non refundable

Please enter your current NC Irrigation Contractor license number: License Number

Backflow Inspector Certification issued by (attach copy with application):

In lieu of the requirements of Paragraph (j) of this Rule, applicants for a Restricted Limited Plumbing Contractor License who present a current active License from the North Carolina Irrigation Contractor Licensing Board may take the examination, provided the applicant demonstrates that he or she holds certification as a Backflow Inspector from one of the approved municipalities in North Carolina or demonstrate 500 hours of experience in the maintenance, service or repair of components of plumbing systems.

Have you ever been convicted of a crime (excluding minor traffic violations)? Check one: Yes No

If yes, explain the occurrence(s) on a separate sheet of paper.

Are you presently serving or have you completed any period of incarceration, probation or parole for any felony or misdemeanor? Check one: Yes No If yes, explain the occurrence(s) on a separate sheet of paper.

Authorization for Records Check

All applicants are required to utilize "CastleBranch.com" to obtain a nationwide criminal record report and must attach a paper copy of the background report to this application (instructions attached to this application). Applicants are required to pay the reporting service for the cost of the report. In making this application to the State Board of Examiners of Plumbing, Heating, & Fire Sprinkler Contractors for a license under the provisions of Chapter 87 of the General Statutes of North Carolina and the Rules of the State Board of Examiners, I swear (or affirm) that I am the applicant named herein and that all information provided in connection with this application is true to the best of my knowledge and belief.

Applicant's signature Date

APPLICANT EMPLOYMENT HISTORY

CURRENT / PAST NORTH CAROLINA LICENSED EMPLOYER STATEMENT

NOTE TO LICENSEE VERIFYING EXPERIENCE: As a licensee of this Board, you shall only verify actual experience (number of hours and duties) that this applicant received while working under your license and direct supervision. If you verify experience that was not performed while the applicant was working under your license and direct supervision, or if you verify experience outside the classification of experience obtained while the applicant was working under your license and direct supervision, you the licensee, will be subject to disciplinary action up to and including revocation of your license per G.S. 87-23. In addition, you can also be prosecuted under G.S. 87-25 for giving false or forged evidence to the Board in obtaining a license, punishable as a Class II misdemeanor. An applicant may make copies of this form for use in documenting additional experience with other licensees in order to fully and completely document the required minimum hours of experience. Up to one-half of the experience may be in academic or technical training related to the field of endeavor for which examination is requested. The Board shall prorate part-time work of fewer than 40 hours per week or part-time academic work of less than 15 semester or quarter hours.

Attach W-2s and/or 1099's to verify experience. In completing this form, please document a thorough and concise employment history for the Restricted Limited Plumbing Contractor License examinee.

This is to certify that (Applicant's Full Name) _____ performed installation, maintenance, service or repair of plumbing systems.

Date's Employed: (Month/Year): _____ Start Date: _____ to _____
(Month/Year) (Month/Year)

Supervisor's Name: _____

Detailed description of your duties: _____

Percent of the above listed experience (being confirmed) performing service or repair: _____ %

Percent of the above listed experience (being confirmed) performing installation and design: _____ %

Total # of hours employed by your firm performing installation, maintenance, service or repair: _____

Print – Licensed Person Confirming Experience Lic # _____ Company Name (If applicable) _____

Signature of licensed person Confirming Experience _____ Date _____

STATE OF _____ COUNTY OF _____

SWORN TO AND SUBSCRIBED BEFORE ME THIS _____ DAY OF _____, 20_____.

(SEAL)

NOTARY PUBLIC (Signature and printed name)
MY COMMISSION EXPIRES _____

Restricted Limited Plumbing Contractor

2016-07 1-C

APPLICANT EMPLOYMENT HISTORY

EXAM

This form is required to be completed by supervisor while the applicant was under your direct supervision while the applicant was employed at firm. The verification of experience required is at least the minimum hours of 1500 hours of experience in the installation, maintenance, service or repair of components of plumbing systems, whether or not a license was required for the work performed. Up to one-half of the experience may be in academic or technical training related to the field of endeavor for which examination is requested. The Board shall prorate part-time work of fewer than 40 hours per week or part-time academic work of less than 15 semester or quarter hours.

In lieu of the requirement, applicants for a Restricted Limited Plumbing Contractor License who present a current active License from the North Carolina Irrigation Contractor Licensing Board may take the examination, provided the applicant demonstrates that he or she holds a certification as a Backflow Inspector from one of the approved municipalities in North Carolina or demonstrates 500 hours of experience in the maintenance, service or repair of components of plumbing systems.

Attach W-2s and/or 1099's to verify experience. In completing this form, please document a thorough and concise employment history for the specific type of license you are seeking to obtain. You may make photocopies of this form in order to list all of your past employment history that applies. If you have been self-employed, please document this information on this form as well and provide copies of your tax returns for applicable years.

You must attach copies of W-2s/1099's or tax returns matching time(s) of employment listed on this form.

This is to certify that (Applicant's Full Name) _____ performed installation, maintenance, service or repair of plumbing systems.

Date's Employed: (Month/Year): _____ Start Date: _____ to _____
(Month/Year) (Month/Year)

Supervisor's Name: _____

Detailed description of your duties: _____

Percent of the above listed experience (being confirmed) performing service or repair: _____%

Percent of the above listed experience (being confirmed) performing installation and design: _____%

Total # of hours employed by your firm performing installation, maintenance, service or repair: _____

Print – Person Confirming Experience _____ Company Name (If applicable) _____

Signature of person Confirming Experience _____ Date _____

STATE OF _____ COUNTY OF _____

SWORN TO AND SUBSCRIBED BEFORE ME THIS _____ DAY OF _____, 20_____.

(SEAL)

NOTARY PUBLIC (Signature and printed name)
MY COMMISSION EXPIRES _____

**State Board of Examiners of Plumbing, Heating
& Fire Sprinkler Contractors**

1109 Dresser Court, Raleigh, NC 27609
(919) 875-3612

RESTRICTED LIMITED PLUMBING CONTRACTOR

Use the checklist below to verify that you have completed all of the steps necessary:

- I have enclosed a check or money order made to to NC State Board of Examiners for examination fee \$100
- My Certified Background Check report is included with my application
- I have completed 1-B form (page5) verifying 1500 hours of experience in the maintenance, service or repair of components of plumbing systems
- I have enclosed W-2s or 1099's

OR

- I have an active North Carolina Irrigation Contractor License
- Enclosed copy of my certification as a Backflow Inspector by one of the approved municipalities in North Carolina OR completed 1-C form (page 6) verifying 500 hours of experience in the maintenance, service or repair of components of plumbing systems
- I have enclosed W-2s or 1099's
- My Certified Background Check report is included with my application
- I have enclosed a check or money order made to to NC State Board of Examiners for Plumbing Code class and Laws and Rules examination fee of \$100



CastleBranch

**Applicant Instructions to Obtain
Certified Back Ground Check For
State Board of Examiners of Plumbing, Heating & Fire Sprinkler Contractors**

The above organization has chosen CastleBranch.com as an approved source for background checks.

CastleBranch.com is a service that allows applicants to order and purchase their own background check directly online. The results of your background check are posted to the CastleBranch.com website in a secure, tamperproof environment. You can view the background check anytime, anywhere online with your secure password. The background check we perform is based on guidelines provided by your organization, so you know you'll get the information you need, all from one source.

To order your background check from CastleBranch.com, please follow the instructions below.

1. [Go to www.CastleBranch.com](http://www.CastleBranch.com)
2. In the Place Order Box, enter package code: **ST46**
3. Enter Personal Information
4. Select a method of payment: Visa, Master Card or money order.

Once your order is submitted, you will receive a password to view the results of your background check. The results will be available in approximately 24-72 hours. Once your background check is complete, your organization will automatically be able to view your background check results. You can also supply the password to anyone else that needs to see your results. Please print a copy of your certified back ground check and include the copy with your application

Must submit copies of all pages of criminal background report with application.

www.CastleBranch.com
Phone: (888)666-7788
info@castlebranch.com



State Board of Examiners of Plumbing, Heating & Fire Sprinkler Contractors

1109 Dresser Court Raleigh, NC 27609

Phone: 919-875-3612 Fax: 919-875-3616

www.nclicensing.org

BOOK ORDER FORM

Name: _____ License #: _____

(If Applicable)

Company Name: _____

Ship To: _____

City: _____ State: _____ Zip: _____

County: _____ Phone: (_____) _____ - _____

Email: _____

(Please provide an email to receive shipment tracking information)

BOOKS	Qty	Price (tax included)	Subtotal	Shipping/Handling	Total
Board Laws and Rules 2016 (ONLY)		X \$10.68		+ 4.32 (per book)	
Business & Project Management for Contractors - 5 th Edition (ONLY)		X \$48.04		+\$5.96 (per book)	
Complete Set – Includes Both Books		X \$58.72		+\$7.28 (per set)	
Shipping Includes Delivery Confirmation **6 Books or More Call for Shipping**				ORDER TOTAL	

**ALL BOOK SALES ARE FINAL
NO RETURNS - NO REFUNDS - NO EXCHANGES - NO EXCEPTIONS**

Mail completed form with payment made out to "State Board of Examiners" to:

*State Board of Examiners
1109 Dresser Ct.
Raleigh NC 27609*

Please Allow 5-7 Business Days to Receive Order

THANK YOU FOR YOUR BUSINESS