

Board of Electrical Examiners

Requirements of All Applicants for the Master Electrician License Exam for the City of Binghamton

1. You must hold a valid Journeyman Electrician License. **Provide a copy of your current license.**
2. If you are a partner or an officer of a current electrical contracting business please list the names and addresses of all officers or members of the firm or corporation. Underline the name of the person taking the examination. Show proof of at least 25% ownership of the corporation.
3. You must provide the years of experience you have in the electrical business and in what capacity. A minimum of **TWO YEARS experience as a Licensed Journeyman Electrician is required.**
4. Accompanying your **completed** Master Electrician application form, you must provide documentation of the name and address of your current employer.
5. You must submit the application, employment letters and a check or money order made out to the **City of Binghamton** for a total of \$150.00. **Applications will not be accepted without check or money order. NO CASH.** If your application is rejected for any reason, the check or money order will be returned to you with a letter stating the reason for denial.
6. The required application, check or money order and all supporting documentation must be delivered to the Office of Buildings and Construction Office, City Hall, 38 Hawley Street, Binghamton, New York 13901 by the fifteenth of the month, **two months prior to the exam.** Applications submitted after this date will be held over until the next available examination date. You will be notified in writing that you are ineligible to take the current exam.
7. Master examinations are given once in January, May, and September of each year on the **third Saturday of the month**, unless there are not enough applicants to take the exam.

Test Date: January

Application Due: November 15th

Test Date: May

Application Due: March 15th

Test Date: September

Application Due: July 15th