

**NEW YORK CITY FIRE DEPARTMENT  
BUREAU OF FIRE PREVENTION  
PUBLIC CERTIFICATION AND EDUCATION**

**NOTICE OF EXAMINATION FOR**

**Title:**                   **Examination for the Certificate of License for the install, alter, test or repair of flammable and combustible liquid storage systems (W-94)**

**Date of Test:** No written test is required. However, issuance of Certificate of License will be based on an evaluation of applicants' qualifications, education, and experience.

**QUALIFICATION REQUIREMENTS**

1. Applicants must be at least 18 years of age.
2. Applicants must have a reasonable understanding of the English language.
3. Applicants must submit notarized statements and meet requirements as per Memorandum of Understanding.
4. Applicant must have a minimum of three (3) years work experience in the installation, alteration, testing or repair of flammable liquid and combustible liquid storage systems in the (5) year period prior to the date of filing of the application. This experience should have been obtained working under the general supervision of a certificate of license holder for automotive or marine liquid motor fuel storage and dispensing systems and flammable liquid and combustible liquid storage systems.
5. Liability insurance of not less than \$500,000, naming the City of New York and the Fire Department as additional insured and rated by AM best A or A-.
6. Applicant must provide two forms of government issued photo identification, such as a State- issued Drivers' License or Non-Drivers License or a passport.
7. Applicants must hold a high school diploma or its equivalent.

**APPLICATION INFORMATION**

Application Fees: \$145.00 for originals and \$15.00 for renewals. The fee may be paid in cash, money order, or personal check payable to New York City Fire Department. The \$25.00 fee must be payable by all applicants prior to issuance of the Certificate of License. Application forms are available at the Public Certification Unit, 1<sup>st</sup> floor, 9 Metro Tech Center, Brooklyn, NY 11201.

**TEST INFORMATION**

No written test is required. However, issuance of Certificate of License will be based on an evaluation of applicants' qualifications, education, and experience.

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**ADDITIONAL INFORMATION**

Applicants must submit required documentation as per Memorandum of Understanding. The Memorandum of Understanding is available at the Public Certification Unit, 1<sup>st</sup> floor, 9 Metro Tech Center, Brooklyn, NY 11201 or [WWW.NYC.GOV/FDNY](http://WWW.NYC.GOV/FDNY) . Call (718) 999-1988 for additional information and forms.