

City of Rockford, Illinois

Community & Economic Development Department
 Construction and Development Services
 425 East State Street, Rockford, IL 61104
 Phone: (779) 348-7158 Fax: (815) 967-4243
 Web: www.rockfordil.gov



MECHANICAL LICENSE EXAMINATION APPLICATION

2016 SCHEDULE of APPLICATION FILING & EXAMINATION DATES

FILING DEADLINE: (Second Thursday of each Month, 5 PM.)	TESTING DATE: (subject to Mechanical Board Approval) (Second Thursday of each Month 2 PM)
December 10, 2015	January 14, 2016
January 14, 2016	February 11, 2016
February 11, 2016	March 10, 2016
March 10, 2016	April 14, 2016
April 14, 2016	May 12, 2016
May 12 2016	June 9, 2016
June 9, 2016	July 14, 2016
July 14, 2016	August 11, 2016
August 11, 2016	September 8, 2016
September 8, 2016	October 13, 2016
October 13, 2016	November 10, 2016
November 10, 2016	December 8, 2016
December 8, 2016	January 12, 2017

Upon submittal of an application, the Mechanical Board will review the application and determine if the applicant has met the requirements set forth in the Mechanical Code Amendments to take the applied for license examination.

If you have any questions, please call the Construction and Development Services office at (779) 348-7158.

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CONSTRUCTION AND DEVELOPMENT SERVICES DIVISION

Mechanical License Examination Application

To obtain a mechanical license from the City of Rockford, you must qualify and be approved by the Mechanical Board to take the mechanical examination and shall pass the examination as provided by the Mechanical Board. The following qualifications and requirements are from the 2009 International Code Family with amendments including the International Mechanical Code as amended and International Fuel Gas Code as amended, and the International Residential Code as amended:

All applicants for a license shall be of legal age, and shall:

1. have had at least five (5) years of experience in the trade for the class of license he is applying for or;
2. have a degree in related mechanical technologies from an accredited university or college for the class of license he is applying for plus one (1) year of practical experience in that class or;
3. have completed a registered apprenticeship program recognized by the Mechanical Board for the class of license that he is applying for,

Applications for a mechanical license shall be filed with the code official on the second Thursday of each month.

Examinations for licenses are given by the Mechanical Board on the second Thursday of every month. The applicant must test within 90 calendar days of approval to test or will have to re-apply. Forty-eight hour notice of intent to take the license exam is required.

This license examination application must be notarized.

Return Applications to:

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Classes of Mechanical Licenses

- Class A** Class A license shall be issued to a person desiring to enter into the business of installing, altering, or repairing warm air heating, air conditioning, and ventilating equipment.
- Class A1** Class "A1" license shall be issued to a person desiring to enter into the business of performing work on detached one (1) and two (2) family dwellings and townhouses not more than three stories above-grade in height with a separate means of egress and their accessory structures constructed under the International Residential Code on warm air heating and cooling (air conditioning) installations, and service replacements. The "A1" license excludes hotels, motels, and any housing units as established by the
- Class B** Class B license shall be issued to a person desiring to enter into the business of installing, altering, or repairing boilers, hydronics, steam heating, and solar systems.
- Class D** Class D license shall be issued to a person desiring to enter into the business of installing, altering, or repairing of refrigeration piping of kitchen equipment or equivalent such as: walk in coolers, walk in freezers, dairy cases, ice machines and the refrigerant piping of comfort cooling equipment only.
- Class E** Class E license shall be issued to a person desiring to enter into the business of installing, altering, or repairing any or all of the consumer gas piping from the point of delivery to the gas cock preceding the appliance.
- Class E1** Class "E1" license shall be issued to a person desiring to enter into installation, altering, or servicing of any or all of the consumer gas piping from the point of delivery(meter) to the gas shut-off valve immediately preceding the appliance on detached one (1) and two (2) family dwellings and townhouses not more than three stories above-grade in height with a separate means of egress and their accessory structures constructed under the International Residential Code and provided it is under one P.S.I.G. and less than 2 ½" inside diameter pipe. The "E1" license excludes hotels, motels, and any housing units as established by the *International Building Code* (such as group homes, boarding houses, halfway houses and similar uses).
- Class F** Class F license shall be issued to a person desiring to enter into the business of installing prefabricated fireplaces, gas logs, Franklin stoves, inside barbecue burners or pits, and inside charcoal pits.
- Solar Systems** Class B license, Illinois Plumbing Contractor registration, and Illinois Plumber's license required.
- Geothermal** Class A license, Class B license, Illinois Plumbing Contractor registration, and Illinois Plumber's license required.



Construction and Development Services
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Rockford, IL 61104

Mechanical License Examination Application

This form must be completed in full. The statements must be attested to by a Notary Public. Failure to comply with the above instructions will delay action on this application.

When completed, this form must be presented to
Construction & Development Services, Mechanical Division.

TO BE FILLED OUT BY THE APPLICANT FOR APPLICATION

Name of individual applying for license: _____

Address: _____
City State Zip

Phone: _____ Email: _____

Business name of person, firm, or corporation to whom permits are to be issued:

Address: _____
City State Zip

Phone: _____ Email: _____

Circle Class(es) of license applied for: **A** **A1** **B** **D** **E** **E1** **F**

Are you currently licensed as a mechanical contractor in any other municipality or state?

YES* _____ **NO** _____

** if yes, please attach notarized documentation of license(s)*

Is this a re-submission? YES _____ NO _____

Mechanical License Class _____ Original Application Date _____

Work History

Name of Company/Business:	From (M/Y)	To (M/Y)	Type of Business	Phone Number	
Street address		City		State	Zip
Job Title			Supervisor's Name		
Job duties:					

Name of Company/Business:	From (M/Y)	To (M/Y)	Type of Business	Phone Number	
Street address		City		State	Zip
Job Title			Supervisor's Name		
Job duties:					

Name of Company/Business:	From (M/Y)	To (M/Y)	Type of Business	Phone Number	
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Name of Company/Business:	From (M/Y)	To (M/Y)	Type of Business	Phone Number	
Street address		City		State	Zip
Job Title			Supervisor's Name		
Job duties:					

Applicant applying for License

signature and date

APPLICATION AND ALL ATTACHMENTS SHALL BE NOTARIZED

State of Illinois
County of Winnebago

_____ is a legal resident of _____

County of _____ State of _____ being sworn before me,

and that all statements are tru to the best of my knowledge and belief.

Sworn and subscribed to me this

_____ day of _____, _____ at,

_____ County of _____ and state of _____

Notary Public _____