

## **ITEMS NECESSARY FOR A LYNBROOK MASTER ELECTRICIAN'S LICENSE**

1. Application completed, signed, and notarized.
2. Copy of your current license from the Town of Hempstead, Town of North Hempstead, or Oyster Bay **ONLY**. Registration cards/receipts are **NOT ACCEPTABLE**.
3. Copy of Certificate of Competency from the Town of Hempstead, Town of North Hempstead, or Oyster Bay. **(License and Certificate must be from the same town)**
4. Certificate of Liability Insurance **with** copy of Declaration Page of the policy. **(See attached requirements)**
5. Certificate of Worker's Compensation Insurance **(See attached requirements)**
6. Check should be made payable to Incorporated Village of Lynbrook:

**New License: \$200**

**Renewal: \$100**

### **TO ALL LYNBROOK MASTER ELECTRICIANS:**

The Incorporated Village of Lynbrook now requires, for our records, that all electricians submit to us a copy of electrical applications that are being submitted to an inspection agency for any and all electrical work done in the Incorporated Village of Lynbrook.

If the work involves the installation of additional or new meters or increasing an electric service to 200 amps or more, then you must also submit a \$50 fee and secure a permit. The \$50 fee is per meter and per service upgrade.

INCORPORATED VILLAGE OF LYNBROOK  
P.O. BOX 7021  
ONE COLUMBUS DRIVE  
LYNBROOK, NY 11563  
(516) 599-8828

**PROOF OF LIABILITY INSURANCE**

In any case where the Village requires (a) proof of insurance, and (b) evidence that the Village of Lynbrook has been included as an “additional insured”, acceptable proof of insurance will consist of one of the following:

1. Photocopy of (a) Declaration pages of pertinent policies and (b) endorsement to liability policy adding Village of Lynbrook as additional insured.

**AND**

2. ACCORD form with the Inc. Village of Lynbrook as Certificate holder.

**PROOF OF WORKER’S COMPENSATION INSURANCE:**

Certificate of Worker’s Compensation Insurance Coverage (C105.2) from the New York State Insurance Fund with the Inc. Village of Lynbrook as a certificate holder.

**OR**

Form SI-26.3 with the Inc. Village of Lynbrook as the certificate holder if you are insured with the State Insurance Fund. **AFFIDAVITS ARE NOT ACCEPTABLE.**

**OR**

If you employ no help, then you must submit form CE-200 from the Worker’s Compensation Board.

**PLEASE TAKE FURTHER NOTICE that until such time as acceptable proof of insurance is approved by the office of the Village Administrator, the Village will not enter into an agreement with you or commence such action as may be sought by you.**

\_\_\_\_\_ New - \$200  
\_\_\_\_\_ Renewal - \$100

BUILDING DEPARTMENT  
INCORPORATED VILLAGE OF LYNBROOK  
ONE COLUMBUS DRIVE  
LYNBROOK, NY 11563  
(516) 599-8828

**APPLICATION FOR A MASTER ELECTRICIAN'S LICENSE**

I hereby apply for a Master Electrician's License: **(Please print all information)**

Name: \_\_\_\_\_ Telephone#: \_\_\_\_\_

Address: \_\_\_\_\_ Town/Village: \_\_\_\_\_

Business Name: \_\_\_\_\_ Telephone#: \_\_\_\_\_

Business Address: \_\_\_\_\_ Town: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name & Addresses of Licensed Electricians who have employed you & for how long:  
\_\_\_\_\_  
\_\_\_\_\_

Do you hold a current license in any other Town/Village? \_\_\_\_\_

In what Town or Village was test taken and license issued? \_\_\_\_\_

Have you read the rules and regulations of the New York State Electrical Code? \_\_\_\_\_

Have you been engaged as a Master Electrician for a period of five years or more? \_\_\_\_\_

STATE OF NEW YORK  
COUNTY OF NASSAU

I hereby declare, under oath, that I fully understand and have answered in my own handwriting, all of the above questions truthfully, and that I am the person applying for a Master Electrician's License and that I have affixed my signature to this application.

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ Signature \_\_\_\_\_

\_\_\_\_\_  
Notary Public, Nassau County