

APPLICATION INSTRUCTIONS

FOR ARKANSAS PLUMBER & RESTRICTED PLUMBER LICENSES

Plumber applications are reviewed by the Committee of Plumbing Examiners at their regular monthly meetings. Applicants will be notified by mail as to the disposition of the Committee's decisions. Applicants approved for examination will receive a Notification of Examination. Applicants approved for non-examination reciprocity or automatic licensure will receive a letter of approval. Denied applicants will receive a letter of explanation.

1. Complete the entire application in a legible manor.
2. Give your full legal name. If you go by another name / nickname, show it in parenthesis.
3. Include your Social Security Number and date of birth. Provide a photocopy of your driver's license or other photo identification. (Social Security Numbers are required by State Law.)
4. Include your home, work and cell phone numbers. Include your email address if applicable. Give your complete primary address. All correspondence from this office will be mailed to this address. **It is the licensee's responsibility to keep this office informed of your current address, should it change.** Per Ark. Code Ann. §17-38-307
5. Provide work experience including full names and addresses of employers and dates of employment.
6. Applications for Reciprocity, Automatic Licensure or Uniformed Services consideration, **MUST** be accompanied by a completed **Request for Verification** of License Form or current official documentation with equivalent content. Also provide a photocopy of the out of state license. Licenses acquired by reciprocity will not be considered for any of the above.
7. Applications from unlicensed persons, other than those enrolled in the Arkansas Plumbing Apprenticeship Program, shall be accompanied by affidavits from current or former employers attesting to your work background as a plumber and gas fitter. The affidavits shall be notarized and on company letterhead. Only legal work history will be considered.
8. Active-duty uniformed service members stationed in Arkansas; uniformed service veterans returning to or residing in Arkansas shall provide verification of **transfer or discharge** and a completed **Request for Verification of License Form** or current official documentation with equivalent content. Also provide a photocopy of the trade license.
9. All applications SHALL include Application Fees with your submittal. Licenses Fees due prior to license issuance. Application submitted without application fees **WILL** be discarded without review. Send applications to :

**Arkansas Department of Health
Protective Health Codes Slot /24
4815 West Markham Street
Little Rock, AR. 72205**

ARKANSAS PLUMBING LICENSE/FEEES

LICENSE TYPE	APPLICATION FEE	LICENSE FEE	EXPIRATION DATE
APPRENTICE PLUMBER	NONE	\$25.00	31-DEC
ASSEMBLY REPAIR TECHNICIANS	NONE	NONE	LIFETIME
ASSEMBLY TESTING TECHNICIANS	NONE	NONE	2 YRS.
GAS FITTER SUPERVISOR	\$125.00	\$200.00	30-JUNE
GAS FITTER SUPERVISOR DEFERMENT	NONE	\$20.00	30-JUNE
GAS FITTER	\$75.00	\$75.00	30-JUNE
GAS FITTER DEFERMENT	NONE	\$20.00	30-JUNE
GAS FITTER TRAINEE	NONE	\$25.00	30-JUNE
GAS UTILITY COMPANY	NONE	\$200.00	30-JUNE
GAS UTILITY SERVICEMAN	NONE	\$25.00	30-JUNE
HOSPITAL MAINTENANCE SUPERVISOR	\$125.00	\$200.00	30-JUNE
HOSPITAL MAINTENANCE	\$75.00	\$37.50	30-JUNE
HOSPITAL MAINTENANCE TRAINEE	NONE	\$25.00	30-JUNE
JOURNEYMAN	\$75.00	\$75.00	31-DEC
JOURNEYMAN DEFERMENT	NONE	\$20.00	31-DEC
JOURNEYMAN PLUMBER REINSTATEMENT DUE TO EXPIRATION	\$75.00 + LATE FEES	\$75.00	31-DEC AFTER 31-JAN
LATE FEES PER MONTH DELINQUENT ALL LICENSES		\$5.00	AFTER 30 DAYS OF EXPIRATION
LIFETIME MASTER	NONE	NONE	LIFETIME
MASTER	\$125.00	\$200.00	31-DEC
MASTER DEFERMENT	NONE	\$20.00	31-DEC
MASTER PLUMBER REINSTATEMENT DUE TO EXPIRATION	\$125.00 + LATE FEES	\$200.00	31-DEC AFTER 31-JAN
PLUMBING INSPECTOR	NONE	\$25.00	30-JUNE
RESTRICTED GOVERNMENTAL MAINTENANCE	\$125.00	\$100.00	30-JUNE
RESTRICTED WATER & SEWER LINE LIC	\$125.00	\$200.00	30-JUNE
REVERTING FROM MASTER TO JOURNEYMAN	\$20.00		
REVERTING <u>BACK</u> TO MASTER FROM JOURNEYMAN	\$20.00	\$200.00	

REINSTATEMENT WILL REQUIRE A COMPLETED APPLICATION AND ALL REMITTANCE OF ALL FINES, LATES FEES AND LICENSE FEES. REINSTATEMENT OF LICENSES EXPIRED OR DEFERRED FOR MORE THAT FIVE YEARS WILL REQUIRE APPROVAL BY THE COMMITTEE OF PLUMBING EXAMINERS. RE-EXAMINATION MAY BE REQUIRED.