



# APPLICATION FOR ELECTRICIAN/HVAC LICENSE

Building Commission  
500 Quartermaster Ct., Ste. 200; Jeffersonville, Ind. 47130  
Phone: 812-285-6415 • Fax: 812-285-6468  
www.cityofjeff.net

Date : \_\_\_\_\_

License # : \_\_\_\_\_

## 1. Registration information

- Name of business: \_\_\_\_\_
- Name of individual license holder: \_\_\_\_\_
- Address: \_\_\_\_\_
- City, State, Zip Code: \_\_\_\_\_
- Office phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_ Fax: \_\_\_\_\_
- Email: \_\_\_\_\_

## 2. Application information

Type of application: \_\_\_\_\_ New  
\_\_\_\_\_ Renewal  
(new licensees please give years of experience \_\_\_\_\_)

## 3. License information

Type of license sought: \_\_\_\_\_ HVAC  
\_\_\_\_\_ Electrical

## Additional information:

- Applicants must provide the city of Jeffersonville with a copy of test scores from NAI, Experior or ICC from Electrical or HVAC exams.
- The city of Jeffersonville requires contractors to hold liability insurance of \$100,000/\$300,000 with the city of Jeffersonville as certificate holder.
- Applicants will be asked to provide a photo ID.
- Upon completion of this application process and payment of the \$70 license fee, electrician and HVAC licenses are valid until February 2.
- Contractors who do not renew their licenses before Feb. 2 will be charged a \$30 late fee in addition to the \$70 renewal fee.

**Acknowledgement:** I hereby certify this information is complete and accurate.

X \_\_\_\_\_  
(signature of license holder) (date)