

TRADE LICENSE FACTS

Courtesy of the City of Manhattan Code Services Office

Trade licenses are those such as electrical, mechanical and plumbing. The following are some of the facts to know if you have or are considering working in Manhattan in one of the trades.

- A company licensed as a trade contractor must have a full time currently licensed master in their employment. Companies shall not share a licensed master.
- Proof of current general liability insurance must be submitted at the time of application for a contractor's license and at each renewal of that license.
- Any person in the trades working on a jobsite in the City of Manhattan shall be employed by a trade contractor and are required to have one of the following licenses or registrations:
 - Master License
 - Journeyman License
 - Apprentice Registration Card
- Proof of a minimum exam score of 75% must be submitted at the time of application for master or journeyman license.
- A registered apprentice cannot work on a jobsite without a licensed journeyman or master being present.
- The ratio of apprentices to each licensed individual on a jobsite is 2:1 maximum.
- Licenses are renewed every two years. Electrical licenses renew in odd years. Plumbing and mechanical renew in even years.
- Twelve hours of continuing education with at least six or those hours code related must be submitted at time of renewal.

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