



commerce.wi.gov

Credential Application

Remit to:
 State of Wisconsin
 Department of Commerce-Credentialing
 P.O. Box 78780
 Milwaukee WI 53293-0780
 Phone (608) 261-8467
 TTY: Contact Through Relay
 7:45 a.m. - 4:30 p.m.
 E-mail: madisoncred@commerce.state.wi.us

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04(1)(m)].

THE CREDENTIAL WILL NOT BE PROCESSED UNLESS YOU :

- A. Sign and date this form;
- B. Submit a complete application with all blanks filled in or marked non-applicable;
- C. Attach the specified fee; and
- D. Attach documents if specified on this application.

Instructions: Please review any pre-printed information in the boxed portions of this application. Clearly print corrections or new information where needed. Please use a color of ink other than black. **Be certain to sign and date the application.** The applicant's social security number is mandatory information. **Make a photocopy of the completed application for your records.**

By signing below, the applicant swears that all information provided on this application is true, accurate and that the credential requirements are met. **Notice: Information collected may be used for participation surveys, eligibility for approvals, law enforcement (including child support and tax delinquency enforcement) purposes and other secondary purposes. The Department may also provide this information to requesters pursuant to Wisconsin's open records law, ss. 19.31-19.39 stats. Social security numbers are required when applying for a license according to Wisconsin Stats, but they may not be disclosed to anyone except other State of Wisconsin governmental agencies.**

Applicant Information	
Applicant's Social Security No:	
Applicant's Name (First, Middle and Last):	
Address No. & Street, or P.O. Box:	
City, Town or Village, State, Zip + 4 Code:	
Country, If Other Than United States:	
Telephone No. (include area code):	
If Available, Fax No. (include area code):	
If Available, E-mail Address:	

Applicant's Signature Date (mo/day/yr)

Send application and payment to: State of Wisconsin, Department of Commerce-Credentialing, P.O. Box 78780, Milwaukee, WI 53293-0780

Overnight mail delivery and Office location: State of Wisconsin, Department of Commerce-Credentialing 201 W. Washington Ave., Madison, WI 53703

All other correspondence: Wisconsin Department of Commerce, Safety & Buildings Div., P.O. Box 7082, Madison, WI 53707

UTILITY CONTRACTOR LICENSE

Application and Exam Fee (nonrefundable): \$40.00 **class code 7630**

Make checks payable to: Department of Commerce. The fee consists of a \$10 application fee and an exam fee of \$30. When the exam is passed, the applicant will be asked to pay a \$500 credential fee which will be prorated because the credential expires on a specific date. The credential, which will be issued after the exam is passed and the prorated credential fee paid, will be effective for 4 years from March 31st.

Reason for Credential: Except as provided under s. 145.06 (4) Stats., and pursuant to s. 145.06, Stats., no person may install plumbing unless the person holds a credential issued by the department as a licensed master plumber, licensed master plumber-restricted, licensed journeyman plumber, licensed journeyman plumber-restricted, registered plumbing apprentice, registered plumbing learner-restricted, registered utility contractor or registered pipe layer.

Requirements of Credential: The plumbing activities that may be undertaken by a person who holds a credential as a licensed utility contractor or registered pipe layer shall be limited to the installation or modification of water services, private water mains, sanitary building sewers, storm building sewers and private interceptor main sewers. A person who holds the credential shall carry on his or her person the credential issued by the department while performing or conducting the activity or activities permitted under the credential.

A person who, as a licensed utility contractor, installs or modifies water services, private water mains, sanitary building sewers, storm building sewers, or private interceptor main sewers shall utilize the appropriate credentialed persons to install or modify the plumbing.

Education Hours Required to Renew: The renewal of a license as a utility contractor shall be contingent upon the utility contractor obtaining at least 12 hours of acceptable continuing education three months prior to the expiration date of their credential. A person who holds a license as a utility contractor may apply to the department for waiver of the continuing education requirements on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

Qualifications for Examination: The person applying for a utility contractor license examination shall be at least 18 years old.

Fill in the applicant's birth date (month/day/year, example 04/02/60):

In order to obtain the credential the applicant must obtain a score of at least 70% on an examination. The exam will cover information contained in chapters Comm 5 and Comm 81-87, Wisconsin Administrative Code; NFPA standard 24, 2002 edition, National Fire Protection Association. The exam is open code book. Copies of current Wisconsin Administrative Code books may be obtained from Document Sales @ (608) 266-3358 or @ (800) 362-7253. Copies of NFPA standard 24 entitled "Installation of Private Fire Service Mains and Their Appurtenances" are available from the National Fire Protection Association @ (800) 344-3555. Questions regarding private fire service mains may be included on the exam because utility contractors are allowed to install combined service mains (plumbing/fire protection).

When there is a change to Wisconsin Administrative Codes, exams will cover the new code one month after the effective date. Current code development projects can be viewed here: <http://commerce.wi.gov/SB/SB-CodeDevelopment.html>

Additional training materials relating to this credential are available and may also be ordered through Document Sales @ (608) 266-3358 or @ (800) 362-7253. They are intended to be training guides and may not match the current code.

SBD-8536-P	Cross Connection Control Manual
SBD-8869-P	Drain and Vent System Design
SBD-8036-P	Sizing the Water Supply System
SBD-9138-P	Wisconsin Water Treatment Handbook
SBD-10089-P	Wisconsin POWTS Inspector Handbook
SBD-9046-P	Soil & Site Evaluation Handbook
SBD-10810-P	Multipurpose Piping Systems Design Manual

Exam Name: Utility Contractor	This is a 2-hour exam
-----------------------------------------	-----------------------

Daytime Phone Number:	<input style="width: 95%; height: 100%; border: 1px solid black;" type="text"/>
-----------------------	---------------------------------------------------------------------------------

To Schedule a 2010 exam:

- Choose a city and put a check mark behind the date you would like to take the exam.
- Record a telephone number where you can be reached during the day in case that exam is filled.
- Submit the **fee and this application to the division at least 30 days in advance of the exam date chosen.** Keep a copy of this application for your records.

- If special accommodations are needed, contact Safety and Buildings, 608-261-8467, prior to submitting your application.
- You will receive a letter from S&B when division staff processes your exam request.

Exams will no longer be offered at Saturday locations after December 13, 2009.

Select one: AM (Starts at 8 a.m.) or PM (Starts at 1 p.m.)

Pewaukee - Country Springs Hotel & Conference Center, 2810 Golf Road, Pewaukee, WI 53072

January 26 February 24 March 17 April 21 May 25 June 22 July 21 August 25
September 8 October 29 November 24

Green Bay – Comfort Suites & Rock Garden Conference Center, 1951 Bond Street, Green Bay, WI 54303

February 9 April 14 June 9 August 11 October 5 December 8

Tomah – Cranberry Country Lodge & Conference Center, 319 Wittig Road, Tomah, WI 54660

March 10 May 12 July 7 September 22 November 10