



Master, Journeyman, or Apprentice Application's

Development Services Division
620 SE Madison - Unit 6, Topeka, Ks. 66607-1118

licensing@topeka.org

Office # 785-368-3905

Licensing Fax # 785-368-0944

Date of Application

City of Topeka does not prorate fees and no refunds will be issued for any license.

License Type	Trade License Categories					
	Electrical	Mechanical	Plumbing	Solid-Fuel	Water Softner	Lawn Irrigation
Master						
Journeyman						
Apprentice						
Back Flow		Backflow applicant must show proof of state certification				

Qty	Ea.	New	Office Use
	@	103.00	
	@	53.00	
	@	33.00	
	@	53.00	
Total \$			

Proof of Backflow re-certification exam must be provided to this office every (3) years to renew.

List Applicant Information below...

Name: _____

Address: _____

City: _____ State: _____

Email: _____

Birth Date: _____ S.S. # _____

Work Phone# _____

Cell Phone# _____

Home Phone # _____

Apt. or Lot # _____

Zip Code: _____

Drivers Lic# _____

Credit Card Payment Information

VISA

Discover

M/C V-Code #: _____

Card #: _____

Expiration date: _____

Amount of Purchase \$ _____

Signature: _____

List the Name of the Company you work for:

Business Name: _____

Master and Journeyman applicants must show proof of receiving a passing score of 75%+ from one of the following testing agencies; Block, NIA-Block, Experior, Thomson-Prometric, Prometric. (This information must include the Test Date, Sponsor, and Score.)

Master and Journeyman applicants that received a certificate from International Code Council (ICC) in your trade must provide the City of Topeka with Proof of Time in Trade and proof of passing the (ICC) exam. (This information must include the Test Date, Sponsor, and Score.)

Apprentices are required to be licensed with the City of Topeka and work directly under the supervision of a Journeyman or Master. Apprentices can not to be left at the worksite alone.

Work Ratio: Electrical 1-1, Mechanical 1-2, Plumbing 1-1.

For Credit Card Information --- List Contact Name and Phone # if different from Applicant.

Master or Journeyman license holders are required to earn (6) continuing education hours a year. (3) hours are required to be Code Related. Late Fees will apply to all license renewals if postmarked after the 14th of December.