



**SKILLED TRADE LICENSING
REQUIREMENTS FOR:**

Master, journeyman and apprentice level electrical, plumbing and HVAC technical work.
(Ordinance #2007-2929)

- Completion of application form available from the City Clerk’s office.
- Payment of fee: \$25.00 for each trade license, \$10.00 for apprentice license.
Good for two (2) years.
- 12 hours of continuing education biennially, or 6 hours annually as required by KSA 12-1509 for plumbers, KSA 12-1542 for HVAC technicians, or KSA 12-1526 for electricians. *
- Trade licenses acquired under KSA 12-1509 for plumbers, KSA 12-1542 for HVAC technicians, or KSA 12-1526 for electricians may be reciprocal.
- Any Journeyman or Master skilled tradesman license issued by any AHJ based on the above state statutes shall bear a distinctive notation identifying the testing agency and the specific test by name. All renewed licenses shall bear a notation of meeting the continuing education requirement for reciprocity.

*(Education hours not required for an apprentice license)
(3 hours annually or 6 hours biannually must be in code education)
(To be determined by the authority having jurisdiction)

*(Apprentices must have direct supervision from a master or journeyman in the field).

Master or journeyman or apprentice license required to do work in trade. This includes all electrical, plumbing and HVAC systems installations except:

1. Public utilities under franchise with the city.
2. Federal or State government buildings.
3. Owner/occupant of a single-family dwelling doing the work his or herself.

In addition to a license, a permit is required to do electrical, plumbing and HVAC work in the city.

Performing work without a license or permit is in violation of city ordinance and is subject to penalty.

(Trade Licenses must be with licensee at all times work is being performed)

(Trade license applications available at City Hall)

Or download at:
concordiak.org

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