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JOURNEYMAN LICENSING PROCEDURES

As required in Sheridan Ordinance 2105 as amended on 6/20/2011

No person shall be eligible to obtain a Building, Plumbing, or HVAC Contractors license in the City of Sheridan without first meeting the requirements for a Journeyman in that trade.

In addition, each Licensed Contractor shall have a required ratio of journeyman to unlicensed workers on the jobsite as required by Ordinance 2105.

"Journeyman" defined

For the purpose of this chapter, a "journeyman" is defined as any person performing carpentry, plumbing, HVAC or electrical services for or on the behalf of any other person, who holds a journeyman license for that trade and works under the direct supervision of a contractor licensed in said trade.

TO BECOME A LICENSED "JOURNEYMAN", WITHIN THE CITY OF SHERIDAN, YOU MUST MEET THE FOLLOWING REQUIREMENTS:

- Make application to the City of Sheridan to be licensed as a journeyman in your chosen field.
- Provide completed Verifiable Trade Experience (VTE) form(s) showing at least four years experience working for a licensed Contractor in your chosen field. These must be signed by a qualified person who knows of your experience, notarized, and demonstrate the minimum skill level as determined by the Building Official. **OR** verify successful completion of an approved four-year apprenticeship program in said trade.
- Provide verification of successful completion of the required ICC test(s) in your category.
- Pay the required license fee.

License renewal

These licenses shall be renewed each 12 months after the date of issuance. Any Journeyman, who shall fail to renew their license and pay the annual fee within 30 days of their anniversary date, will be deemed delinquent. A journeyman found delinquent shall cease activities until paying a delinquent fee. A journeyman who remains delinquent for a period of one year shall stand for re-application including fees and any required re-examination prior to resuming activities covered by this section.

NOTE: Electrical journeymen shall continue to meet requirements of the State of Wyoming for their licensing.