

CONSUMER PROTECTION / WEIGHTS & MEASURES

18 New Hempstead Road, Sain Building, 6th Floor
New City, New York 10956

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**INSTRUCTION FOR HOMEOWNERS GENERAL WIRING PERMIT OF
SINGLE-FAMILY UNATTACHED PRIMARY RESIDENCE**

Homeowners of personally owned single-family unattached primary residence, (does not include townhouses, condominiums or co-ops), can take the Home Owners **General Wiring** exam and obtain a permit. A tenant or a friend cannot take the test for you. The test is given the first Friday of every month, unless that Friday is a Holiday, at 8:30 A.M. Every failure is entitled to a review of the exam only by the Board of Electrical Examiners not by the applicant, provided they make an appeal in writing within 30 days after taking exam. A passing grade is 70%. There is a \$75.00 re-test fee if you do not receive a passing grade and wish to re-take the exam.

Homeowners' test is for renovation in existing home, **not for any new addition being added on to the home, pools, underground or overhead electrical service**. Test only covers inside of existing home limited to one or two rooms being redone, limited to outlets, lights and home runs back to panel.

Each of the several towns and villages in Rockland County has approved Electrical Inspection Agencies. It is imperative you contact your town and village for a list of these agencies before you schedule an inspection. Walls containing any electrical wiring or apparatus shall not be enclosed until after the initial rough in inspection is approved.

Application fee of **\$125.00 (CHECK OR MONEY ORDER payable to Board of Electrical Examiners – no cash)** for the administration of the test must accompany all applications. Questions on the test will be on General Wiring only in the National Electrical Code, 2008 Edition and one diagram to draw. **It will be a closed book test. Scrap paper, calculators, cell phones and palm pilots are not allowed. No exceptions. Drivers License to be presented as identification.**

The test will be held in the Office Of Consumer Protection, 6th Floor. Enter from front entrance, 18 New Hempstead Road, New City, NY 10956.

Information For Homeowners General Wiring Permit Of Single-Family Unattached Primary Residence

Please complete the following information sheet:

Name of home owner _____

Address of home where work will be done:

List Quantities: Switches _____
 Lighting _____
 Receptacle _____
 Circuit Home Runs _____

I certify that I am the homeowner of the above referenced single-family unattached residential home and it is my primary residence. I have read the forgoing instructions and understand the requirements and will complete the work personally without the use of outside contractors.

Signature: _____ **Date:** _____

Contact Number: _____

**PLEASE NOTIFY THIS OFFICE BY PHONE (845-708-7607)
OR FAX (845-708-7616) TO CONFIRM YOUR TEST DATE**

Homeowners Permit Application
2/2016 RLD