



PLUMBERS LICENSE INSTRUCTIONS
City of Newburgh Department of Code Compliance
William Horton, Building Inspector

City of Newburgh, New York
123 Grand Street, Newburgh, New York 12550

Phone: (845) 569-7400
Fax: (845) 569-0096

Thank you for your interest in becoming a licensed master plumber in the City of Newburgh. Please read the information below.

1. Review Chapter 230-9 through 230-14 of the Newburgh City Code of Ordinances for general information on the plumber license application process (see <https://ecode360.com/10873337>).
2. Complete a Plumbers License Application.
3. Include two (2) separate statements from individuals, at least one (1) of whom must be lawfully engaged as a master plumber, who will vouch for your character and your work as a journeyman plumber. The other may be anyone of your choosing, but this person must be able to vouch for your character and work as a journeyman plumber. The master plumber statement must be made on the form provided in the Plumbers License Application.
4. Provide a nonrefundable fee of \$300, payable to “City of Newburgh” with your application.
5. Upon receipt of your application, supporting documents (if any), and your fee, your application will be considered at the next available Plumbing Board meeting.
6. Should the Plumbing Board accept your application, you will be notified with details about taking the written portion of the plumbing examination.
7. Should you pass the written portion of the plumbing examination, you will be provided with details about taking the practical portion of the plumbing examination.

For any questions, please call the Ronald Decker, Plumbing Inspector, at (845) 569-7400.