



CITY OF CHICAGO

DEPARTMENT OF BUILDINGS

Profession 308 - Supervising Elevator Mechanic License - Exam Application

Fee*: _____ Exam Date*: _____

* For manual entry, the applicable fee and exam date can be found on (www.continentaltesting.net).

Name: _____ Address: _____

City: _____ State: _____ Zip: _____ Driver's License #: _____

Email: _____ Phone: _____ Date of Birth: _____

Present Occupation: _____ Social Security Number: _____

Provide a description of the applicant's experience in the elevator industry: _____

Employer's Name: _____ Employer's Name: _____

Address: _____ Address: _____

City: _____ State: _____ Zip: _____ City: _____ State: _____ Zip: _____

Period of Employment From: _____ To: _____ Period of Employment From: _____ To: _____

Supervisor's Name: _____ Supervisor's Name: _____

Were you ever registered as an Elevator Mechanic's Apprentice? YES ___ NO ___

If YES, where were you registered? City: _____ State: _____

If YES, for what company did you apprentice? Company: _____

If YES, what was the registration period? From: _____ To: _____

Have you ever taken the City of Chicago's Supervising Elevator Mechanic License Exam? YES ___ NO ___

If YES, when did you most recently take the exam? Date: _____

Are you a U.S. citizen? YES ___ NO ___ If NO have you applied for U.S. Citizenship? YES ___ NO ___

BY THE SUBMISSION OF THIS APPLICATION AND SUPPORTING DOCUMENTS IN ELECTRONIC AND/OR WRITTEN FORMAT, I, UNDER PENALTY OF PERJURY, DO HEREBY AFFIRM AND ATTEST THAT THE ABOVE AND ANY SUPPLEMENTAL INFORMATION SUBMITTED IS TRUE, COMPLETE, AND CORRECT AND ACKNOWLEDGE THAT INCORRECT, INCOMPLETE OR MISLEADING INFORMATION IS GROUNDS FOR DENIAL OR REVOCATION OF A LICENSE, CERTIFICATION OR REGISTRATION OR THE IMPOSITION OF ANY OTHER PENALTIES OR SANCTION UNDER LAW.

Chicago 308 Supervising Elevator Mechanics

Chicago Supervising Elevator Mechanic Study Guide

1. Applicable fees and exam dates can be located at www.continentaltesting.net Click on: Application Services, then Chicago. The professions are listed.
2. Application fee. If by check or money order payable to the: City of Chicago, Department of Revenue.
3. All applicants must be 21 years of age.
4. Provide an original signed letter (on company stationery) from your current or former employer (Elevator Mechanic Contractor).
5. The letter must verify the dates of employment and establish a minimum of two (2) years work experience as an elevator mechanic during the preceding 48-month period or the completion of an approved apprenticeship program.
6. Submit this form and mail with all supplemental documents to:
City of Chicago
Trade Licenses
P.O. Box 388249
Chicago, Illinois 60638-8249