



**CONSTRUCTION INDUSTRY LICENSING BOARD  
OF PALM BEACH COUNTY**

**STANDARDS FOR CERTIFIED CATEGORIES**  
*per Chapter 67-1876, Special Act,*  
*Laws of Florida, as amended (Rev. 10/30/17)*

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**GENERAL CONTRACTOR** shall be unlimited as to height, area and complexity of construction undertaken. A general contractor shall have the knowledge gained by 5 years of experience in a supervisory capacity under a general contractor or building contractor, or have been a licensed building contractor for 1 year or a residential building contractor for 2 years or shall have an education and experience equivalent thereto, as defined in this section. A general contractor shall subcontract to a qualified contractor all work which is the exclusive work of plumbing, electrical or HARV contractors, unless such contractor also holds a certificate of competency of the respective trade category, provided, that on new site development work, site redevelopment work, mobile home parks, commercial properties, and utility work within public rights-of-way and designated easements, the obligation to subcontract shall not prohibit the general contractor from constructing the main sanitary sewer collection system and the main water distribution system including the continuation of utility lines from the mains to a designated termination point in the right-of-way or easement, after which utility lines shall be constructed by plumbing contractors. As to mobile home parks, the continuations of utility lines from the mains are to be considered a part of the main sewer collection and main water distribution systems. A general contractor may do, contract for, and take out permits for installing room air conditioners, metal decking and siding, pile driving, telephone booths, transport assembly installation, curtain walls, window walls and for the work of any specialty contractor, as defined herein, except that of air conditioning contractors, refrigeration contractors, and elevator contractors.

**BUILDING CONTRACTORS** are those whose services are limited to construction, remodeling, demolition, repair, or improvement of commercial buildings and single or multiple dwelling residential buildings, neither to exceed three stories in height, or 36 feet, and accessory use structures in connection therewith, or those whose services are limited to remodeling, repair, or improvement of any size building if the services do not affect the structural members of the building. A building contractor shall have the knowledge gained by not less than 4 years' experience in a supervisory capacity under a general contractor or have been a licensed residential building contractor for not less than 1 year. A building contractor shall subcontract to a qualified contractor all work, which is the exclusive work of plumbing, electrical, or HARV contractors, unless such contractor also holds a certificate of competency of the respective trade category. A building contractor may do, contract for and take out permits for installing room air conditioners, metal decking and siding, pile driving, telephone booths, curtain walls, window walls and for the work of any specialty contractor within the limits of work of a building contractor, except that of air conditioning contractors, refrigeration contractors, or elevator contractors.



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**RESIDENTIAL BUILDING CONTRACTORS** are those whose services are limited to construction, remodeling, demolition, repair or improvement of one, two or three family unit residences not exceeding two stories in height and accessory use structures in connection therewith. A residential building contractor shall have the experience, knowledge and skill gained by not less than 3 years' experience in a supervisory capacity under a general, building or residential contractor or education equivalent thereto, as defined in this section. A residential building contractor shall subcontract to a qualified contractor all work, which is the exclusive work of plumbing, electrical or HARV contractors, unless such contractor also holds a certificate of competency of the respective trade category. A residential building contractor may do, contract for and take out permits for installing room air conditioners, metal decking and siding, and for the work of any specialty contractor within the limits of work of a residential building contractor except that of air conditioning contractors, refrigeration contractors, or elevator contractors.

**PLUMBING CONTRACTORS** are those who can qualify as a master plumber with a minimum of 7 years experience, 4 of which shall be as a journeyman plumber in a supervisory capacity with educational equivalency not to exceed 2 years of the total, who can assume responsible charge and direction of other persons in the installation of plumbing, which shall mean all work done in connection with the testing, installation, maintenance, extension and alteration of all piping fixtures, solar water heating systems, appliances, backflow prevention devices (with additional state certification as required) appurtenances thereto and apparatus or equipment used in connection with a water supply and sewage disposal system and who can install, maintain, repair, alter or extend any system of piping, tubing, vessels, containers, pumps, apparatus and appurtenances in connection with such pressure piping used for the circulating, transporting, holding or processing of any vapor, fluid, liquid, semi-liquid or solids, inside of, or attached to, any building, lot or premises. A plumbing contractor shall subcontract to a qualified contractor all other work incidental to the work, which is specified herein as being the work of a trade other than that of a plumbing contractor.

**ELECTRICAL CONTRACTORS** are those who can qualify as a master electrician with at least 7 years experience, 4 of which shall be as a journeyman electrician in a supervisory capacity with educational equivalency not to exceed 2 years of the total and who can assume responsible charge and direction of other persons in the installation, maintenance, extension and alteration of a system for electrical wiring for lights, heat or power, lightning protection systems and all appurtenances thereto and all apparatus or equipment used in connection therewith including that of room air conditioning units only, and all electrical specialties. An electrical contractor shall subcontract to a qualified contractor all other work of a trade other than that of an electrical contractor.

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**HARV(heating, air conditioning, refrigeration and ventilation) CONTRACTORS** are those who can qualify with a minimum of 7 years experience in a supervisory capacity, or who have an education and experience equivalent thereto, with the educational equivalency not to exceed 2 years of the total, to perform the following: install, maintain, repair, alter or extend air conditioning, refrigeration, heating, ventilation, unlimited in horsepower or tons, including all duct systems, sheet metal, incinerators, boilers and unfired pressure vessel systems, solar heating and cooling systems and all appurtenances, apparatus or equipment used in connection therewith, also piping, duct work, insulation of pipes, vessels and ducts. In addition, any duct cleaning and equipment sanitizing that requires at least a partial disassembling of the system. A HARV contractor shall subcontract to a qualified contractor all other work incidental to the work, which is herein specified as being the work of a trade other than that of a HARV contractor. (Rev. 10/30/17)

**JOURNEYMEN ELECTRICIANS** are those who can qualify with the minimum year's experience, or experience and education as defined below, under the employment of an electrical contractor, and who only performs work in the electrical trade while employed by and under the supervision of a certified electrical contractor.

1. Graduation from a registered four (4) year apprenticeship program, which includes four (4) years' work experience; or
2. Completion of two (2) years' attendance in a registered apprenticeship program which includes two (2) years' work experience and an additional 3 years' practical work experience under the direct supervision of a state licensed or county certified contractor; or
3. Six (6) years' practical work experience under the direct supervision of a state licensed or county certified contractor.

**JOURNEYMEN PLUMBERS** are those who can qualify with the minimum of experience, or experience and education as defined below, under the employment of a plumbing contractor, and who only perform work in the plumbing trade while employed by and under the supervision of a certified plumbing contractor:

1. Completion of three (3) full years of a registered apprenticeship program, which includes three (3) years' work experience; or
2. Four (4) years of full-time practical work experience under the direct supervision of a state licensed or county certified contractor.

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**SPECIALTY CONTRACTOR STANDARDS**

"Specialty Contractors" are those who can qualify with a minimum of three years' experience, 1-1/2 years of which must be in a supervisory capacity, who specialize in one or more of the crafts of the building construction and related contracting trades.

**Incidental** - A certified specialty contractor can only subcontract work that is incidental to the scope of work within their specialty certification. The ability to subcontract incidental work does not provide a licensure or certification exemption for the subcontractor to whom the work was subcontracted. Incidental work may not substantially contribute to the project's overall scope. Subcontracted incidental work is restricted to unavoidable tasks that are necessary for the primary service's delivery and must not effectively extend the specialty contractor's scope into the capacity of a residential, building, or general contractor. (Rev. 6/24/2024)

1. **ACOUSTICAL/SUSPENDED ACOUSTICAL CEILING CONTRACTORS** are those who are qualified to install, maintain, repair, alter or extend any acoustical/suspended acoustical ceiling. (Rev. 1/06)
  
2. **ALUMINUM SPECIALTIES CONTRACTORS**
  - a. are those whose services are limited to the execution of contracts requiring the experience, knowledge and skill necessary for the fabrication, assembling, handling, erection, installation, dismantling, adjustment, alteration, repair, servicing and design work when not prohibited by law, in accordance with accepted engineering data and/or according to manufacturers specifications in the aluminum, metal, vinyl and fiberglass screening material construction trade. (Rev. 1/13)
  
  - b. The scope of such work shall include and be limited to screened porches, screened enclosures, pool enclosures, preformed panel-post and beam roofs, mobile home panel roof-overs, residential glass window enclosures, vinyl panel window enclosures, single story self-contained aluminum utility storage structures (not to exceed 500 sq. ft.), siding, soffit, fascia, gutters, hurricane shutters, awnings, railings, decorative metals and aluminum fences. (Certification not required for gutters on single family dwellings) (Rev. 1/13)
  
  - c. The scope of such work shall include masonry and concrete work and to be limited to foundations, slabs, block kneewalls, and walls not to exceed six (6) feet on a zero lot line property, confined or limited to the aluminum and allied materials construction work. The aluminum specialties contractor, whose services are limited, shall not perform any work that alters the structural integrity of the building including, but not limited to, roof trusses, lintels, load bearing walls and foundations. Aluminum specialties contractors shall subcontract to a licensed qualified contractor in the field concerned all other work specified herein that is to be the exclusive work of a plumbing, electrical and mechanical contractor. (Rev. 6/1/14)



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3. **CARPENTRY CONTRACTORS** are those who have the knowledge and skill to install, maintain, repair, alter or extend any wood products and their replacement products in or on a building including, but not limited to, rough framing, structural and nonstructural trusses, conventional rafters, metal framing, and wooden fencing; also includes the work of the carpentry-finish contractor. (Eff. 10/02 - Rev. 6/1/14)
4. **CARPENTRY- FINISH CONTRACTORS** are those who have the knowledge and skill to install, maintain, alter or extend finish wood products, wood or wood like replacement products, including but not limited to paneling, cabinets, shelving, wood countertops, wood flooring, stair treads, risers, handrails, interior doors and frames, and all hardware incidental therein, and non-structural incidental framing modifications; also includes the work of the wood flooring contractor. (Eff. 10/02 - Rev. 6/1/14)
5. **CONCRETE FORMING AND PLACING CONTRACTORS** are those who are qualified to install, maintain, repair, alter or extend, batch and mix aggregates, cement and water to agreed specifications, to construct forms and framework for the casting and shaping of concrete and pressure injected footings; and to place and erect reinforcing steel and miscellaneous embedded steel; and to place and finish concrete. also includes concrete coating and staining (Rev. 1/13)
6. **COUNTERTOP CONTRACTORS** are those who have the knowledge and skill to install, maintain, repair, alter or extend any natural/artificial stone, concrete, wooden countertops, including their modern replacement products (excluding custom fabricated glass). (Eff. 1/15)
7. **DECORATIVE METAL CONTRACTORS** are those who are qualified to fabricate, install, maintain, repair, alter or extend metal railings, columns, hand rails and ornamental metals. (Rev. 1/06)
8. **DEMOLITION CONTRACTORS** are those who are qualified to demolish and remove structures, such as dwellings, commercial buildings and foundations.
9. **DREDGING AND LAND FILLING CONTRACTORS** are those who are qualified to operate hydraulic dredging equipment that digs material and removes material by pump and places pumped material to a fill area in one operation.
10. **DRYWALL CONTRACTORS** are those who are qualified to install drywall products to wood and metal studs, wood and steel joists, and metal runners in buildings of an unlimited area and height. The scope of work shall include the preparation of the surface over which the drywall product is to be applied, including the placing of wood, metal studs, runners, all necessary trim, joint compound, taping, spraying of drywall products, knock-down and popcorn finishes. (Rev. 6/1/14)



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11. **FABRIC AWNING CONTRACTORS** are those who are qualified to manufacture, install, maintain, repair, alter or extend detachable cloth/synthetic cover material over a rigid metal designed to be used as a-protection against sun and weather. Electrical wiring required for the purpose of lighting the awning may be included in the contract for work, but must be subcontracted to a Certified Electrical Contractor. (Rev. 1/06)
12. **FENCE CONTRACTORS** are those who are qualified to construct, install, maintain, alter, extend or repair fencing, including wood, pre-cast concrete, pre-fabricated fences child proof barrier (kiddies) fences for pools, mechanical swimming pool covers and gates, in compliance with safety, zoning and building codes. Electrical installation may be included in the contract for work, but must be subcontracted to a Certified Electrical Contractor. (Rev. 6/1/14)
13. **GARAGE DOOR CONTRACTORS** are those who are qualified to install, maintain, repair, alter or extend residential or commercial type garage doors, including all hardware and operating devices. 120-volt electrical installation required for the door operating devices may be included in the contract for work but must be subcontracted to a Certified Electrical Contractor. (Rev. 6/01)
14. **GLASS AND GLAZING CONTRACTORS** are those who are qualified to select, cut, assemble and install all makes and kinds of glass and glass work, glass curtain walls, window walls and the glazing frames, panels, sash and door and holding metal frames, including the work of the window and door contractor. (Rev. 1/13)
15. **GUNITE CONTRACTORS**: are those who are qualified to mix materials and apply gunite or shotcrete.
16. **HURRICANE SHUTTER/AWNING CONTRACTORS** are those who are qualified to install, maintain, repair or replace shutters and awnings that are designed to protect residential and commercial buildings from hurricane and storm force winds and windborne debris. This contractor can brace existing garage doors to comply with the Building Code but shall not install new garage doors. Any electrical work connected with the installation of the shutters or awnings may be included in the contract but must be subcontracted to a Certified Electrical Contractor. (Rev. 1/13)
17. **INSULATION CONTRACTORS** are those who are qualified to install, maintain, repair, alter or extend any insulation primarily installed to prevent loss or gain of heat from internal or external sources in pipes, vessels, ducts, built-up refrigerated boxes or rooms, and radiant barriers including spray foam. (Rev. 6/1/14)



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18. **IRRIGATION SPRINKLER CONTRACTORS** are those who are qualified to design, install, maintain, repair, alter or extend, within professional and governmental regulations, all piping, sprinkler heads, control system components, pumps, and chemical injectors for irrigation of lawns and plant materials. Electrical work is limited to 98 volts, except for connection of pigtailed equipment or replacement of identical controls and motors. Any equipment requiring 230 volts, 3 phases or more will require a certified electrical contractor. For water source, the contractor may connect to the discharge side of a code-approved backflow preventer provided by a licensed plumbing contractor, draw from a legal surface water source, or connect to a water well head drilled by a licensed water well driller. Such contractors shall subcontract to a Certified Electrical Contractor, Plumbing Contractor, Paving Contractor, Water Well Driller, Horizontal Driller or Masonry Contractor as needed to complete the irrigation system. (Rev. 1/13)
19. **LIGHTNING PROTECTION SYSTEMS CONTRACTORS** are those who are qualified to install, maintain, repair or alter any lightning protection system, including all terminals, conductors, ground rods, fittings and all other system fastenings, connections and bonding necessary to complete a system designed to protect structures and open spaces. Electrical installation required to make the system operational may be included in the contract, but must be subcontracted to a Certified Electrical Contractor. (Rev. 6/01)
20. **LOW VOLTAGE CONTRACTORS** are those who are qualified to install, maintain, repair, alter, wire or extend burglar alarm systems and communication and sound systems in single family homes, duplexes, mobile homes, multifamily dwellings, and commercial buildings at less than 98 volts. The scope of work may also include installation of raceways, computer wiring, conduit for private telephone, cable television systems (CCTV), video security systems, intercom, public address systems, and/or landscaping lighting to include plug and play devices but cannot install fire alarm systems. Scope of work must also be compliant of the National Electrical Code (NFPA70) and Florida Building Code (FBC). Any electrical installation above 98 volts may be included in the contract for work but must be subcontracted to a Certified Electrical Contractor. (Eff. 6/1/14)
21. **MARINE CONTRACTORS** are those who are qualified with the experience and skill to construct, maintain, alter, install or repair seawalls, bulkheads, revetments, docks, piers, wharfs, groins, boat lifts, davits, and other marine structures, including pile driving. Electrical work required to make the equipment operational may be included in the contract but must be subcontracted to a Certified Electrical Contractor. (Rev. 6/01)
22. **MASONRY CONTRACTORS** are those who are qualified to select, cut and lay brick and concrete block, masonry reinforcement incidental to the placement of the units or any other unit masonry products, lay brick and other baked clay products, rough cut and dress stone, artificial stone and precast blocks, structural glass brick or block, and may place design mix grout or concrete in the cells of reinforced masonry construction. (Rev. 1/13)



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23. **PAINING CONTRACTORS** are those who are qualified to prepare surfaces and to apply paints, coatings and other finishes, excluding waterproofing of roofs. This includes but is not limited to; concrete staining/coating, horizontal deck coatings/spray deck, drywall spraying, epoxy seamless flooring painting, faux finish painting, roof painting, sealing/coating/staining or waterproofing of non roof surfaces. (Rev. 1/13)
24. **PAVER BRICK/PAVER SYSTEMS CONTRACTORS** are those who are qualified with the knowledge, skill and experience to prepare the base, provide for proper drainage, to select, cut and lay paver brick/paver systems. This contractor shall not place or finish concrete, except that which is required for the placing of the paver brick/paver systems. The contractor shall subcontract any additional concrete work over and above that which is required by the manufacturers' specifications for paver brick/paver systems to a qualified contractor. (Rev. 1/08)
25. **PAVING CONTRACTORS** are those who are qualified with the experience and skill to construct roads, alter or repair, airport runways, parking lots, sidewalks, curbs, gutters, modular retaining walls, storm drainage facilities, residential driveways, using port land cement, concrete or asphaltic concrete paver brick/paver systems and to perform the excavating, clearing and grading incidental thereto. Electrical work for lighting that area may be included in the contract, but must be subcontracted to a Certified Electrical Contractor. Scope also includes the work of the Seal Coating/Striping Contractor. (Rev. 6/1/14)
26. **PLASTERING CONTRACTORS** are those who are qualified to coat surfaces with a mixture of sand or other aggregate gypsum plaster, portland cement, plaster/stucco or quick-lime plaster/stucco and water, or any natural or synthetic materials as to create a permanent surface coating. Such contractor may perform the lathing work. (Rev. 6/1/14)
27. **REINFORCING STEEL CONTRACTORS** are those who are qualified to fabricate, place and tie steel reinforcing bars (rods) of any profile, perimeter, or cross-section that are or may be used to reinforce concrete buildings and structures in such a manner that under all agreed specifications, steel reinforcing bars (rods) for concrete building and structures can be fabricated, placed and tied.
28. **RESCREENER/SCREEN REPAIR CONTRACTORS** are those contractors whose services are limited to re-screening or the removal, repair, and replacement of existing structural elements that are incidental to rescreening; all other structural alterations or repairs must be performed by an appropriately licensed contractor (excluding removable window screens/sliding screen doors). (Eff. 1/08 - Rev. 6/1/14)





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29. **ROOFING CONTRACTORS** are those who are qualified to install, repair or replace roof covering. Work may include, but shall not be limited to roof deck insulation, roof coating, roof painting, waterproofing and recovering, including use of sheet metal and installation of other sheet metal products incidental to roofing work or other material in connection therewith, or any combination thereof, and including installation of wood roof sheathing and fascia during reroofing or repair process. (Rev. 1/13)
30. **SEAL COATING/STRIPING CONTRACTORS** are those who are qualified to sealcoat existing commercial and multi-family residential parking areas. Work will be limited to application of prepared sealants to roadways, driveways, sidewalks, and other similar surfaces, including incidental, striping, pavement markings, signage, wheel stops and minor surface repair. (Eff. 1/13)
31. **SIGN CONTRACTORS- ELECTRICAL** are those who are qualified to install, repair, alter, add to, or change any electrical wires, apparatus, raceways, conduit or any part thereof on interior or exterior electrical signs and is qualified to erect signs. Such contractor may connect to an existing sign circuit and may contract for and take out building permits for the erection of signs. (7/27/98) The scope of certification shall not include the provision of or any electrical work beyond the last disconnect mean or terminal points. (Rev. 6/01)
32. **SIGN CONTRACTORS - NON-ELECTRICAL** are those who are qualified to install, repair, add to or change interior or exterior non-electrical signs according to the building code. (7/27/98)
33. **STRUCTURAL STEEL ERECTION CONTRACTORS** are those who are qualified to erect structural steel shapes and plates, including such minor field fabrication, as may be necessary, of any profile, perimeter or cross-section that are or may be used as structural members for buildings and structures, including riveting, welding and rigging, only in connection therewith. (6/01)
34. **SWIMMING POOL CONSTRUCTION CONTRACTORS** are those who are qualified to excavate, construct, fabricate, install and equip swimming pools, spas, hot tubs, waterfalls, including the pumps, pool heaters, installation of pool heat pumps, filters, chlorinators and that piping incidental to the recirculating system, including plumbing fixtures and potable water hook up. The contractor may install child-proof barrier (kiddie) fences, mechanical swimming pool covers, railings, ladders, slab for the pool deck, repair of concrete pavement damaged on site during pool installation, replace pigtailed equipment or identical controls and motors that are necessary to the operation of the swimming pool. Such contractors shall subcontract to a qualified contractor all other work specified herein as being the exclusive work of a plumbing, electrical, gas contractor and other subcontractors responsible for the installation of any other required pool safety structure or device. (Rev. 6/1/14)



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35. **SWIMMING POOL MAINTENANCE AND REPAIR CONTRACTORS** are those who are qualified to maintain both public and private pools, spas and hot tubs, both public and private, make minor repairs to existing pool masonry, such as patching cracks in pool bottoms and walls, repaint, resurface or reline the walls, bottoms of pools and resurface pool decks, install child-proof barrier (kiddie) fences, mechanical swimming pool covers, railings, ladders, and perform preventive maintenance to equipment such as filters and chlorinators, and to replace pigtailed equipment or identical controls and motors that are incidental to the operation of the swimming pool. This contractor may install pool heaters, including solar pool heaters and heat pumps. Such contractor shall subcontract to a qualified contractor all work being the exclusive work of a plumbing, electrical and mechanical contractor. (Rev. 6/1/14)
36. **TENNIS COURT CONTRACTORS** are those who are qualified to construct, maintain, or repair tennis courts, including but not limited to the preparation of the surface, drainage, paving, surface topping, concrete, posts, and fencing. Lighting installation may be included in the contract for work but must be subcontracted to a Certified Electrical Contractor. (Rev. 1/13)
37. **TILE, TERRAZZO AND STONE CONTRACTORS** are those who are qualified to install, prepare the base, including but not limited to, backing material set, repair, regrout removal/replacement, refinish, tile, terrazzo, marble and any natural or artificial stone, installation of laminate or non-nailable wood flooring, and all stone and tile countertops. (Rev. 6/1/14)
38. **UNDERGROUND/OVERHEAD TRANSMISSION LINES CONTRACTORS** are those who are qualified to install, maintain, repair, alter or extend overhead transmission lines, wood or reinforced concrete poles, cross arms, fastening devices, underground electrical and communication transmission lines, manholes, splice pits, laying of rigid conduit incidental thereto; concrete block, concrete work, and backfill as necessary or incidental thereto. (Rev. 1/13)
39. **UNDERGROUND UTILITIES CONTRACTORS** are those whose services are limited to the construction, installation, and repair, on public or private property, of main sanitary sewer collection systems, main water distribution systems, and storm sewer collection systems, and the continuation of utility lines from the main systems to a point of termination up to and including the meter location for the individual occupancy, sewer collection systems at property line on the residential or single-occupancy commercial properties, or on multi-occupancy properties at manhole or wye lateral extended to an invert elevation as engineered to accommodate future building sewers, water distribution systems, or storm sewer collection systems at storm sewer structures. Wet taps and line stoppers are to be installed by licensed underground utility contractors and/or plumbing contractors under this category. An underground utility contractor shall not install any piping that is an integral part of a fire protection system, beginning at the point where the piping is used exclusively for such system.



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40. **WINDOW AND DOOR CONTRACTORS** are those who are qualified to install, repair, replace or alter windows, doors, including hardware in connection therewith. This contractor shall not effect structural changes. (Rev. 1/13)
41. **WOOD FLOORING CONTRACTORS** are those who are qualified to prepare or repair the sub-flooring or substrate (excluding structural modification), install and/or finish the following materials: laminate flooring, nailed or non-nailable wood flooring, parquet wood, wood strips, and similar prefinished or unfinished surface flooring materials which are prefabricated, including their modern replacements. (Eff. 6/1/14 Rev. 6/23/14)

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**TECHNICAL CERTIFICATE STANDARDS**

1. **RENTAL APARTMENT MAINTENANCE REPAIR TECHNICIANS** are those workers employed by an apartment community or apartment management company that includes at least 100 apartments at a single location; that makes minor repairs as listed below to existing electric water heaters or to existing electric heating, ventilation and air-conditioning systems.

A. **Requirements:** A technician must meet the following requirements to obtain certification:

1. be currently employed by the apartment community or apartment management company for which certification is sought and which deducts the FICA and withholding tax and provides workers' compensation;
2. holds a current valid certificate for apartment maintenance technician issued by the National Apartment Association and accredited by the American National Standards Institute;
3. is under supervision and control of the apartment community or apartment management company for which certificate is sought;
4. does not perform any acts, other than the acts allowed by this certification as listed below, that constitute contracting for any other entity than the apartment community or apartment management company under which this certificate is registered;
5. has passed an examination with a score of 75% or higher proctored by an approved Construction Industry Licensing Board (CILB) examining agency; and
6. must abide by the Rules and Regulations adopted by the CILB in Palm Beach County.

B. **Scope of work: Minor repair work restricted under this certificate includes:**

1. Work limited to voltages of 240V or less, provided there is a means of disconnect as it applies to items #2-17
2. Fan motor replacement of an existing air handling unit (package unit)
3. Condensate drain line maintenance and repair (air handling and package units)
4. Condensate pump maintenance and repair (air handling units)
5. Heat strip replacement (air handling or package units)
6. Low voltage control wiring to thermostat (air conditioning / heating equipment)
7. Safety shutoff switch (float) replacement (air handling and package units)
8. Thermostat replacement (air conditioning / heating units or water heaters)
9. Fan motor replacement of an existing condensing unit (condensing or package units)
10. Filter/dryer replacement (condensing or package units).
11. Starting capacitor replacement (condensing or package units)



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12. Fan motor replacement (ventilation equipment)
13. Heating element replacement (electric water heaters)
14. Temperature and pressure relief line replacement (electric water heaters)
15. Temperature and pressure relief line maintenance and repair (electric water heaters)
16. Water heater safety pan repair or replacement (electric water heaters)
17. Water heater safety pan drain line repair or replacement (electric water heaters)

**C. Conditions:** Please be advised this technical certificate is conditioned upon:

1. The repair technician cannot perform any work that by law requires a permit in any jurisdiction within Palm Beach County. The repair technician is not deemed to be a licensed contractor and as such cannot contract work.
2. This certificate must be renewed every 2 years with the Contractors Certification Division.
3. The certificate issued by Palm Beach County will allow the repair technician to perform allowable repair work at no more than 3 locations, provided that all 3 locations have the same owner or management company, meets all other requirements indicated herein and are indicated on certificate under “Site Location(s)”.
4. The allowable repair work is to be performed only by the individual that is certified and indicated herein the repair technician. The repair technician cannot have employees or supervise others to perform work relative to any repair work performed under this certificate.
5. A current certificate is transferable for an additional fee to another apartment management company. If certificate holder does not register a new company, the certificate becomes null and void. The certificate needs to be displayed at each apartment/property management site indicated on the certificate under “Site Location(s)”
6. Experience gained under this technical certificate does not qualify to obtain a contractor’s certificate of competency license(s).

(Adopted: 4/24/17; Effective 1/1/18)

**AMERICAN DISABILITIES ACT INFORMATION**

**IN ACCORDANCE WITH THE AMERICAN DISABILITIES ACT, THIS DOCUMENT MAY BE REQUESTED IN AN ALTERNATE FORMAT. CONTACT PALM BEACH COUNTY CONTRACTORS CERTIFICATION DIVISION AT (561) 233-5525 FOR FURTHER INFORMATION.**