

**Checklist of Required Documents to Submit for a Master Plumber by Examination:**

The following documents and additional forms are required in addition to the basic application. Some documents may be submitted directly by the applicant as part of the application. Others, such as transcripts, may need to be sent to the board directly from the source.

- Official license verification from states and jurisdictions in which the applicant holds or has ever held a professional license of any type;
- Master experience verification form providing **4 years (Minimum of 6000 hours)** of legally obtained experience in the field of plumbing as Journeyman level plumber or higher of which, 3 of those years working with a licensed master plumber or in a supervisory capacity.

**Application Fee(s) for Master Plumber by Examination:**

The following fee(s) must be submitted with your application. Online applicants can pay using a credit card or e-check. If you submit a paper application you must submit a check. Do not mail cash.

- \$380 - (\$100 application fee plus \$280 license fee paid together at the same time)
- \$100 – Temporary Journeyman work permit for exam candidates (fee is in addition to application and license fee)

You can apply for a license online at <https://ebiz.mt.gov/POL/> or download a paper application from the website. Online application is recommended.

Please include a valid e-mail address with your application. E-mail is the department's primary form of communication.

If you have any questions about the application process or the licensing requirements please contact the Department of Labor and Industry Professional Licensing Bureau using the contact information at the top of this checklist.