



Division of Licensing Services

New York State
Department of State
Division of Licensing Services
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Renewal of Limited Certification

This application for renewal of a Limited Certification may be submitted only by a person who is employed by a person who or a business entity which (1) is currently certified by New York State Department of State as a **Manufacturer, Retailer, Installer or Mechanic** and (2) has provided financial security (surety bond, letter of credit, or deposit account control agreement) which is currently in effect. A person holding Limited Certification is considered to be certified only when he or she is acting as an employee of his or her certified employer.

Instructions: Complete all parts of this application by checking the applicable box(es) and filling in the blank spaces as required. Show any required explanation or additional information on attached sheets. Sign and date the completed application and submit, with \$25.00 fee, to the above address. Provide current information in this application. If any information provided in this application differs from the information provided in your application for initial certification, check this box and describe the change(s) in an attached sheet.

APPLICANT'S INFORMATION		Check applicable box: Applicant is a <input type="checkbox"/> Manufacturer <input type="checkbox"/> Retailer <input type="checkbox"/> Installer <input type="checkbox"/> Mechanic	
Applicant's Name:		Applicant's Certification No.	
Street Address:		Telephone: ()	
City, State, Zip:		Fax: ()	
Mailing Address if different than above:		Email:	
Indicate completed continuing education as required			
Course Name	Course Location (County)	Course Completion Date	
Financial Security is not required as applicant is employed by a Certified Manufacturer, Retailer, Installer or Mechanic. Financial security submitted by employer applies to applicant as an employee.			
Employer's Name:		Employer's Identification No.	
DBA:		Telephone: ()	
Street Address:		Fax: ()	
City, State, Zip:		Email:	

By signing this application, I certify that as of the date of this application, I am not under an obligation to pay child support **OR** if I am under an obligation to pay child support, I am not four or more months in arrears in the payment of child support, or I am making payments by income execution or by court agreed payment or repayment plan or by plan agreed to by the parties, or my child support obligation is the subject of a pending court proceeding, or I am receiving public assistance or supplemental security income.

I affirm that I have read and understand the provisions of Article 21-B of the Executive Law and the rules and regulations promulgated thereunder. I further certify, under the penalties of perjury, that the information given above is true to the best of my knowledge and belief. I understand that any material misstatement made may result in the revocation or suspension of the license, if issued.

Signature of Applicant	Date
Printed Name of Applicant	Title