



**STATIONARY ENGINEER AND REFRIGERATION OPERATOR
LICENSE FEES**

Neighborhood and Business Development
City Hall Room 121B, 30 Church Street
Rochester, New York 14614-1290

EXAM FEE \$60.00 fee – to be submitted with exam application.

**CERTIFICATE/
WALLET CARD** Candidates that successfully complete an exam and are currently licensed by the City of Rochester as a Stationary Engineer or Refrigeration Operator will receive a certificate and updated wallet card in the mail.

PRO-RATED FEE Candidates that successfully complete an exam and are NOT currently licensed by the City of Rochester as a Stationary Engineer or Refrigeration Operator are required to pay the following pro-rated fees:

- January-June (of an even year) = \$240.00
- July-December (of an even year) = \$120.00
- January-June (of an odd year) = \$120.00
- July-December (of an odd year) = \$60.00

**LICENSE RENEWAL
FEE SCHEDULES/
PAYMENT OPTIONS** Stationary Engineer & Refrigeration Operator license renewal fees are due between October 1st and December 31st in odd numbered years, issued for a maximum period of twenty-four months and terminate on December 31st in odd numbered years.

Stationary Engineer & Refrigeration Operator license renewal fees for one title is \$240.00 and \$250.00 for two titles. If a license holder renews a license after December 31st of an odd numbered year, the renewal fee will be 1 ½ times the regular licensing renewal fee. Licenses not renewed by January 31st of an even numbered year will be cancelled without notice, and reinstated by exam only.

License fees may be paid by mail or in person at the Building Permit Office located at 30 Church Street – Room 121B, Rochester, New York 14614. Acceptable forms of payment include; money order, personal check, Visa/MasterCard and cash (**please do not send cash in the mail**). Application fees paid by check or money order should be made payable to the **City of Rochester**.

