

LICENSING

The City of Altoona requires all contractors be licensed to conduct work in the City of Altoona. The licensing requirement applies to general contractors, HVAC contractors, plumbers, and electricians who conduct work in the City of Altoona. All contractors, regardless of trade, must first obtain a City of Altoona Business License. The Business License is issued by the Department of Community Development and is renewed thereafter through Berkheimer & Associates. The application for a Business Privilege License may be found on our website.

CONTRACTORS LICENSE

The Commonwealth of Pennsylvania requires all contractors conducting residential work to hold a Pennsylvania Home Improvement Contractor's (PHIC) License. For contractors conducting only residential work, this is the only contractor license the City of Altoona will require. If contractors also conduct commercial work, a City of Altoona Contractor's License is required. Contractors conducting both residential and commercial work must acquire both a State and a City license. A Certificate of Insurance showing liability and worker's compensation insurance must also be provided.

ELECTRICIAN LICENSE

The City of Altoona requires all electricians who conduct work in the City of Altoona to be licensed. The City licenses Master, Journeymen, and Apprentice electricians. Only a Master electrician who is licensed in the City of Altoona may obtain permits for electrical work. Electricians who wish to take a licensing examination must complete an application for review by the Electrical Examiner's Board. Applications may be found on the City's website. The City of Altoona allows for a one-time per year electrical permit for electricians not licensed in the City, subject to Electrical Examiner's Board approval. The application form may be found on our website.

PLUMBING LICENSE

The City of Altoona requires all plumbers who conduct work in the City of Altoona to be licensed. The City licenses Master, Journeymen, and Apprentice plumbers. Only a Master plumber who is licensed in the City of Altoona may obtain permits for plumbing work. Plumbers who wish to take a licensing examination must complete an application for review by the Plumbing Board. Applications may be found on the City's website. The City of Altoona allows for a one-time per year plumbing permit for plumbers not licensed in the City, subject to Plumbing Board approval. The application form may be found on our website.

HVAC LICENSE

For companies conducting HVAC work only, (no plumbing or electrical), the above information for general contractors will apply. At this time, no specific examination is required for HVAC licensing.