

## **5 Steps to Obtaining Your Rhode Island Master Mechanical Contractor's License**

### **Step 1. Sign up for the exam.**

**Qualifications:** You need a license to do mechanical work in Rhode Island. For further details and to obtain a license application, contact:

Rhode Island Department of Labor and Training  
Division of Professional Regulation  
Building 70  
1511 Pontiac Ave.  
P.O. Box 20247  
Cranston, RI 02920-0943  
(401) 462-8580  
Fax: (401) 462-8528  
<http://www.dlt.state.ri.us/profregs/>

Applications processed on a first come, first serve basis and must be sent to:

Rhode Island Department of Labor and Training  
Division of Professional Regulation  
PO Box 20247  
Cranston, RI 02920-0943

Exams are given on a first come, first serve basis. Space is limited. Exams are held monthly at the following location:

Rhode Island Department of Labor & Training  
Building 73-1, Conference Room  
1511 Pontiac Avenue  
Cranston RI 02920-0943

### **Step 2. Purchase the required books for your exam.**

To find out what documents and books the State of Rhode Island requires for this exam, follow this link to the list of documents and books on your state's exam page of our website: <http://www.constructionbook.com/contractor-license/rhode-island/index.asp>. You must purchase these documents and books in preparation for the exam and bring them with you on testing day for the open book portions of the exam.

### **Step 3. Start studying!**

To fully prepare for your exam it is best to thoroughly study the required documents and books, as well as any recommended studying materials. The amount of preparation time needed will be different for each individual. Be sure to allow yourself enough time to fully prepare for the exam.

### **Step 4. Follow the rules.**

Candidates should bring the following items to the examination:

- Current, valid, government-issued photo ID, such as a driver's license or passport;

- Silent, battery powered or solar powered calculator. No tape-producing calculators are allowed;
- Approved reference materials.

**Step 5. Good luck on the exam!**

It is best that you arrive at the examination site at least 30 minutes prior to your scheduled exam time on the day of testing.