



4/14/2010

Dear License-holder:

The Department of Buildings has made changes to the duration of the Stationary Engineers' license, as allowed by the Municipal Code of Chicago. Effective in 2010, the license will go from an annual to a biennial license. This change not only extends the duration of the license, it also requires you to submit documentation and payment every other year.

The Department of Buildings is waiving the renewal fee for one year for all current licensees. As part of the implementation of the two-year renewal cycle, you will renew your licenses as follows:

**Stationary Engineers whose licenses expire between January 1st and June 30th, 2010:**

upon submission of your 2010 renewal application you will receive a two-year license certificate that will not expire until 2012 for a one-year fee of \$15.00. In 2012, and every second year thereafter (i.e. 2014, 2016, etc.), you will renew your two-year license upon payment of a \$30.00 two-year renewal fee (the cumulative fees for two years of licensing privileges.)

**Stationary Engineers whose licenses expire between July 1st and December 31st, 2010:**

will not be required to submit a renewal application in 2010. The Department of Buildings is extending the expiration dates until renewal is required in 2011. In 2011, and every second year thereafter (i.e. 2013, 2015, etc.), you will be required to renew your license upon payment of a \$30.00 two-year renewal fee (the cumulative fees for two years of licensing privileges.)

Should you have any questions or considerations, feel free to write me or contact the Department by email at [doblicense@cityofchicago.org](mailto:doblicense@cityofchicago.org).

With regards,

Richard J. Monocchio  
Commissioner of Buildings