



Town of Islip
Department of Planning and Development
Building Division – Administration Department
One Manitton Court, Islip, NY 11751
Phone 631-224-5464 • Fax 631-224-5462

Plumbers' Examining Board
James Lange, Chairman
Sean Conlon
Peter Russo
Michael Barone
Dale A. Gross
Michael Montiglio

Linda Stone, Secretary
LStone@Islipny.gov

Requirements for Shelving Plumbers License

In order to shelf your Town of Islip Plumbers License, the following information must be submitted to the Administration Department of the Building Division.

1. Notarized letter from the licensed Plumber stating:
 - a. Plumbers name and license number
 - b. Business name, address and phone number
 - c. Request for license to be shelved from the current month and year, to the same month in the following year
2. Check payable to the Town of Islip in the amount of \$25.00.

The license will be shelved for a one-year period. If you wish to continue shelving your license after the one-year period, the same procedures as above must be followed in the month in which the shelving of your license has expired.

If you have any questions, or require additional information, please feel free to contact Building Administration at 631-224-5464.