



Mailing Address:  
 PO Box 64217  
 St. Paul, MN 55164-0217

## Boiler Engineer License Affidavit (Chief, First Class, and Second Class Licenses)

E-mail: [dli.license@state.mn.us](mailto:dli.license@state.mn.us)  
 Web Site: [www.dli.mn.gov](http://www.dli.mn.gov)  
 Phone: (651) 284-5031

I, \_\_\_\_\_, upon oath duly administered, declare that to my personal knowledge,  
 (\*chief engineer, second class engineer higher or employer)

the applicant: \_\_\_\_\_ of: \_\_\_\_\_  
(city and state)

operator's license number \_\_\_\_\_ (of Applicant, if applicable)

Note: Do not use manufacturers horsepower ratings. For Licensing purposes, 10 square feet of heating surface = One Boiler Horsepower, or if H.S. cannot be discerned, 67,000 btu/hr input = One Boiler Horsepower. Reference rule 5225.1000. **For high pressure A or B licenses, one year is equal to 2000 hours**, reference rule 5225.0550, Subp. 10. **Minnesota Residents:** may only claim operating experience gained while the applicant had a valid license.

### HAS ACTUALLY OPERATED A

#### STEAM BOILER PLANT

Total Horsepower	Maximum Working Pressure (psi)	From	Month	Day	Year	TO (must have end date)	Month	Day	Year
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#### and/or HOT WATER BOILER PLANT

BTU Input/KW/Horsepower	Pressure	Temperature	From	Month	Day	Year	TO (must have end date)	Month	Day	Year
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#### And (if application) STEAM ENGINES OR STEAM TURBINES

Total Horsepower	From	Month	Day	Year	To	Month	Day	Year	<b>Total Hours</b>	
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#### HIGH PRESSURE

Total High Pressure Boiler Operation Hours	From	Month	Day	Year	To	Month	Day	Year	<b>Total Hours</b>	
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Pursuant to Minn. Stat. § 326B.082, subd. 11(b)(2), submission of a false or misleading experience affidavit or other document relating to a license application provides cause for a civil penalty of up to \$10,000 as well as the suspension or revocation of the license(s) of any person involved in such a submission.

*Name of Engineer or Manager (required)	License Number or Title (required)	Work Telephone Number
Employer Name – where building is located. (required)		Employer Address – where building is located. (required)
City	State	Zip Code

\*This affidavit must be completed by a Chief Engineer, 1<sup>st</sup> Class Engineer, 2<sup>nd</sup> Class Engineer or by a Manager.

Subscribed and sworn to before me on the \_\_\_\_\_ day of \_\_\_\_\_, in the year 20 \_\_\_\_

by \_\_\_\_\_  
 (\*Signature of chief engineer, 1<sup>st</sup> class engineer, 2<sup>nd</sup> class engineer or manager)

Signed \_\_\_\_\_ (Notary Public) \_\_\_\_\_ (Stamp)

The information provided on this form is used to determine if the applicant meets the license requirements. The requested information is required to process the license application. Failure to provide the requested information may delay the processing of license application or may be grounds for denying your application. Under M.S. § 13.41, the information that is provided on this form, except for the applicant's name and address, is private data while the application is pending. Disclosure of this information to others may occur as authorized or required by law, including the Attorney General's Office, the Department of Revenue, the Department of Human Services, and/or for the purpose of verification and investigation. Once the applicant is licensed, the information becomes public data and will be part of the agency's permanent records.

This material can be made available in different formats, such as large print, braille or on audio.

## Instructions for Completing the Boiler Affidavit

Mailing Address:  
 PO Box 64217  
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E-mail: [dli.license@state.mn.us](mailto:dli.license@state.mn.us)  
 Web Site: [www.dli.mn.gov](http://www.dli.mn.gov)  
 Phone: (651) 284-5031

The original affidavit(s) must be fully completed in ink, notarized and returned to our office with the appropriate exam fees and application. The applicant should retain a copy for his/her personal records.

**EXAM** fees are **NONREFUNDABLE and are good for one year from notification letter**. Make sure that your affidavit(s) are complete and accurate in showing your actual boiler operating experience. No credit can be given for the time that is not verified by your affidavit(s). Affidavit(s) must cover the minimum time requirement for the license applied for.

Affidavits must be filled out by your previous employers and/or your current employer, indicating the amount of time served as an operating engineer, as defined in Minnesota Rules, Chapter 5225.

### MINNESOTA RESIDENTS MAY ONLY CLAIM OPERATING EXPERIENCE GAINED WHILE THE APPLICANT HAD A VALID LICENSE

Military or Maritime service does not require the completion of an affidavit. You may submit your DD214(s) or documentation from military or maritime service verifying actual operating experience. For additional information regarding military or maritime documented experience, please contact our office at (651) 284-5031.

Below is an example of an entry on a boiler affidavit in which the applicant would be qualified to take a 2C examination:

#### STEAM BOILER PLANT

Total Horsepower	Maximum Working Pressure (psi)	From			TO (must have end date)		
		Month	Day	Year	Month	Day	Year
15	15	06	01	2016	06	01	2017

#### NOTES:

- Do not use manufacturers horsepower ratings. For Licensing purposes, 10 square feet of heating surface = One Boiler Horsepower, or if H.S. cannot be discerned, 67,000 btu/hr input = One Boiler Horsepower. Reference rule 5225.1000. **For high pressure A or B licenses, one year is equal to 2000 hours**, reference rule 5225.0550, Subp. 10. **Minnesota Residents:** may only claim operating experience gained while the applicant had a valid license.
- Pursuant to Minn. Stat. § 326B.082, subd. 11(b)(2), submission of a false or misleading experience affidavit or other document relating to a license application provides cause for a civil penalty of up to \$10,000 as well as the suspension or revocation of the license(s) of any person involved in such a submission

#### APPLICATION:

- All fields must be fully completed, signed and notarized.
- Exam application fee may be submitted via online at [www.dli.mn.gov](http://www.dli.mn.gov), by check or money order payable to Department of Labor and Industry. Please do not send cash.

#### AFFIDAVITS:

- Must be signed and notarized properly with a current commission expiration date.
- All pertinent fields must be fully completed.
- This affidavit should be completed and signed by the Chief Engineer of the Plant. If there is not a Chief Engineer at the location the affidavit may be completed and signed by an individual possessing a 1<sup>st</sup> Class, 2<sup>nd</sup> Class or Managing Employer.
- Must complete total operating experience in one of the following categories: Steam Boiler Plant, Hot Water Boiler Plant; Steam Engines/Steam Turbines or High Pressure Hours. Note: Make sure total hours are recorded.
- Required total amount of time shown with specific dates of employment indicated.
- All licenses with the exception of a Special Engineer license require submission of both an exam application and affidavit(s).