

**METROPOLITAN GOVERNMENT OF NASHVILLE  
AND DAVIDSON COUNTY  
DEPARTMENT OF CODES ADMINISTRATION**

**APPLICATION FOR EXAMINATION AS A SEPTIC TANK AND OVERFLOW CONTRACTOR**

Name of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Home Address \_\_\_\_\_ ( \_\_\_\_\_ ) \_\_\_\_\_  
Area Code Home Telephone Number

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email Address \_\_\_\_\_

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**QUALIFICATIONS AND EXPERIENCE:**

Do you presently hold a Plumbers License? \_\_\_\_\_ If Yes, Master or Journeyman \_\_\_\_\_

City and State \_\_\_\_\_ Expiration Date of License \_\_\_\_\_

How long have you been operating in the field of Septic Tank and Overflow installation or repair? \_\_\_\_\_

Who are you currently employed with: \_\_\_\_\_ How Long \_\_\_\_\_

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Please attach the following information to your application before submitting to the Department of Codes Administration:

- (1) A letter from a Plumbing Contractor who knows your experience, ability, and qualifications to perform the work as a Septic Tank and Overflow Contractor. Please submit one (1) letter.
- (2) A letter from a Sanitation or Sanitary Engineer who knows your experience, ability, and qualifications to perform the work as a Septic Tank and Overflow Contractor. Please submit one (1) letter.
- (3) A letter as to your general character.

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Incomplete applications will not be accepted. You must attach written confirmation and documentation to this application before approval by the Chief Plumbing Inspector.

**METROPOLITAN PLUMBING  
INSTRUCTIONS FOR EXAMINATION**

**STEP I**

To apply to take the examination for a license as a **Metropolitan Septic Tank and Overflow Contractor**, you must complete the Application for Examination form with **all** information requested. Applications are to be submitted to the Department of Codes Administration. Incomplete applications **will not** be accepted.

**STEP II**

Upon receipt of your application, it will be reviewed and considered by the Plumbing Chief Inspector.

Upon approval you will receive notification by e-mail from Prov Exam. This will include links to the reference material and exam content, as well as instructions on scheduling your exam.

It will be your responsibility to schedule your examination date with Prov. You may contact Prov at 866-720-7768 or <https://provexam.com>. Those applicants being administered the Master Plumbers examination will also be administered the Septic Tank and Overflow examination.

Should you fail to make a passing grade of 70.0% on the examination, you may apply for reexamination after a thirty (30) day waiting period. You will notify this office for reexamination approval, at (615)862-6517 or [permitissuance@nashville.gov](mailto:permitissuance@nashville.gov)

Mail or deliver Application with required information to:

Department of Codes Administration  
Metro Office Building  
PO Box 196350  
800 Second Avenue, South  
Nashville, TN 37210-6350  
[permitissuance@nashville.gov](mailto:permitissuance@nashville.gov)  
615-862-6517

