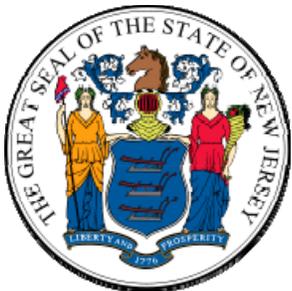


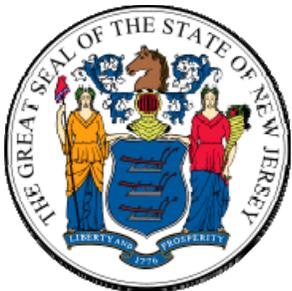
Fire Alarm, Burglar Alarm and Locksmith Advisory Committee

Application Process Overview



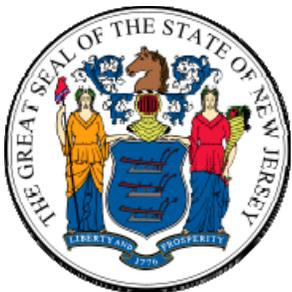
Fire Alarm, Burglar Alarm and Locksmith Advisory Committee

- License qualified individuals
- Regulates the practice of fire alarm, burglar alarm and locksmith
- Investigates complaints and takes disciplinary action



License to Practice

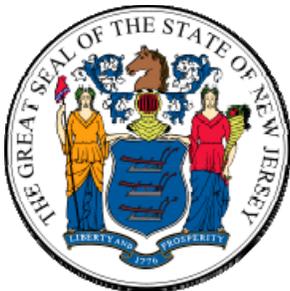
- No one may practice or perform fire alarm, burglar alarm and locksmith work without a current, active license
- You worked hard to complete your educational program, but you cannot practice unless you have a license
- Once you get your license, you need to keep it active and in good standing



License to Practice Fire, Burglar Alarm

(N.J.A.C. 13:31A-3.1)

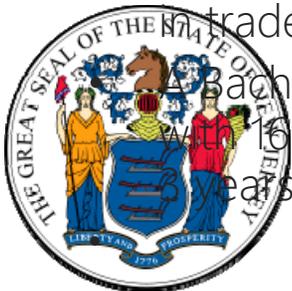
- An individual who applies for both a fire alarm license and a burglar alarm license must file separate applications. Please indicate at the top of the application of which license you are applying for.
- Must be at least 18; holds a high school diploma or equivalent certificate. No conviction of crime of the first, second or third degree within 10 years and fourth degree offense of engaging in unlicensed practice of electrical contacting prior to the filing of the application for licensure.
- Successfully completed the burglar, fire alarm examination [\(N.J.A.C. 13:31A-3.2\)](#).



License to Practice Fire, Burglar Alarm

(N.J.A.C. 13:31A-3.1)

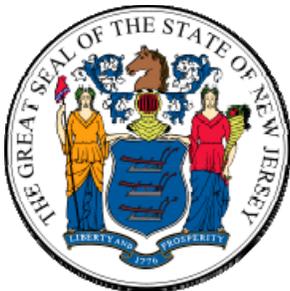
- Immediately preceding the submission of application four years experience of burglar, fire alarm business consisting of one of the following: Practice hands on experience of 6,720 hours working with tools in the installations, alteration, or repair of wiring for fire, burglar alarm and/or electronic security systems; and 80 hours technical courses:
- 2 hours training in Barrier Free Subcode, N.J.A.C. 5:23-7
- 2 hours training in the NJ Uniform Construction Code, N.J.A.C. 5:23, exclusive of Barrier Free
- 2 hours training in the Americans with Disabilities Act Code, 36 C.F.R. 1191;
- 2 hours training in Industrial Safety; 2 hours training in NJ Law and Rules governing the provision of burglar, fire alarm and locksmithing services and; 70 hours training in trade related subjects or;
- A bachelors degree in electrical engineering and one year of hands on experience 1680 hours or; one year course in trade related electronics in a technical school and 3 years hands on experience 5040 hours.



License to Practice Fire, Burglar Alarm

(N.J.A.C. 13:31A-3.1)

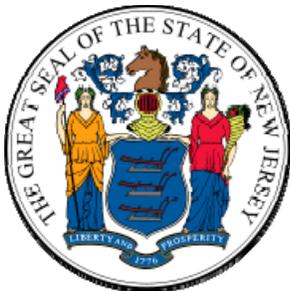
- 2 hours training in Industrial Safety; 2 hours training in NJ Law and Rules governing the provision of burglar, fire alarm and locksmithing services and; 70 hours training in trade related subjects or;
- A Bachelors degree in electrical engineering and one year of hands on experience with 1680 hours or; one year course in trade related electronics in a tech school and 3 years hands on experience 5040 hours.



License to Practice Locksmithing

(N.J.A.C. 13:31A-2.1)

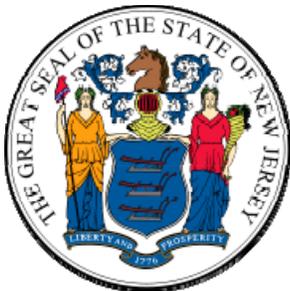
- Must be at least 18; holds a high school diploma or equivalency certificate;
- No conviction of a crime of the first, second, third degree within 10 years to filing the application for licensure;
- Have successfully completed the locksmithing examination set for the in N.J.A.C. 13:31A-2.3;
- Immediately preceding submission of application;
- At least 3 years (36-month) hands on experience with at least 20 working days per month engaging in full-time locksmithing services as defined in N.J.A.C. 13:31 A-1.2, equal to 5040 hours or complete a 2 year apprenticeship program in locksmithing services approved by the Bureau of Apprenticeship and Training of the US Department of Labor and;



License to Practice Locksmithing

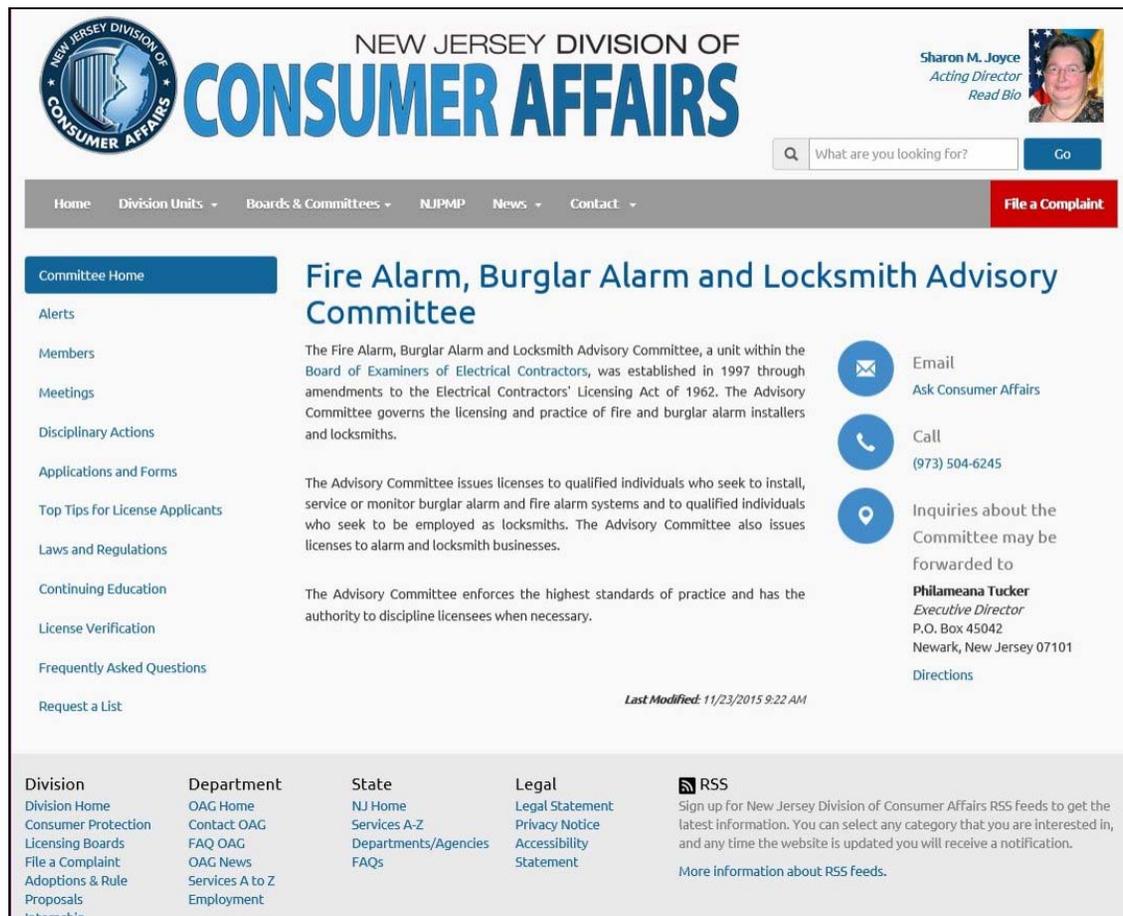
(N.J.A.C. 13:31A-2.1)

- Pursuant to N.J.A.C. 13:31 A-2.1(a)7, in the past three years have successfully completed:
 - 2 hours training in Barrier Free Subcode, N.J.A.C. 5:23-7
 - 2 hours training in NJ Uniform Construction Code, N.J.A.C. 5:23, exclusive of Barrier Free Subcode.
 - 2 hours training in Americans with Disabilities Act Code, 36 C.F.R. 1191
 - 2 hours training in Industrial Safety
 - 2 hours training in Laws and Rules governing the provision of burglar, fire alarm and locksmithing services.



How Do I Get an Application Form?

Applications can be downloaded from the Committee's website at www.NJConsumerAffairs.gov/fbl.



The screenshot shows the website for the New Jersey Division of Consumer Affairs, specifically the page for the Fire Alarm, Burglar Alarm and Locksmith Advisory Committee. The page features a navigation menu, a search bar, and a sidebar with links to various resources. The main content area provides information about the committee's role and contact details for the Executive Director, Philameana Tucker.

NEW JERSEY DIVISION OF CONSUMER AFFAIRS

Sharon M. Joyce
Acting Director
[Read Bio](#)

What are you looking for?

Home Division Units Boards & Committees NJPMP News Contact **File a Complaint**

Committee Home

Alerts
Members
Meetings
Disciplinary Actions
Applications and Forms
Top Tips for License Applicants
Laws and Regulations
Continuing Education
License Verification
Frequently Asked Questions
Request a List

Fire Alarm, Burglar Alarm and Locksmith Advisory Committee

The Fire Alarm, Burglar Alarm and Locksmith Advisory Committee, a unit within the Board of Examiners of Electrical Contractors, was established in 1997 through amendments to the Electrical Contractors' Licensing Act of 1962. The Advisory Committee governs the licensing and practice of fire and burglar alarm installers and locksmiths.

The Advisory Committee issues licenses to qualified individuals who seek to install, service or monitor burglar alarm and fire alarm systems and to qualified individuals who seek to be employed as locksmiths. The Advisory Committee also issues licenses to alarm and locksmith businesses.

The Advisory Committee enforces the highest standards of practice and has the authority to discipline licensees when necessary.

Last Modified: 11/23/2015 9:22 AM

Contact Information:

- Email: [Ask Consumer Affairs](#)
- Call: (973) 504-6245
- Inquiries about the Committee may be forwarded to:
Philameana Tucker
Executive Director
P.O. Box 45042
Newark, New Jersey 07101
[Directions](#)

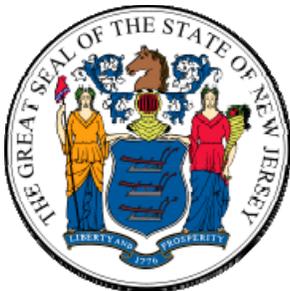
Division
Division Home
Consumer Protection
Licensing Boards
File a Complaint
Adoptions & Rule
Proposals
Internship

Department
OAG Home
Contact OAG
FAQ OAG
OAG News
Services A to Z
Employment

State
NJ Home
Services A-Z
Departments/Agencies
FAQs

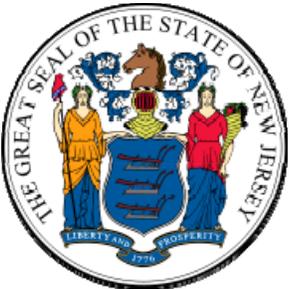
Legal
Legal Statement
Privacy Notice
Accessibility
Statement

RSS
Sign up for New Jersey Division of Consumer Affairs RSS feeds to get the latest information. You can select any category that you are interested in, and any time the website is updated you will receive a notification.
[More information about RSS feeds.](#)



Application Process

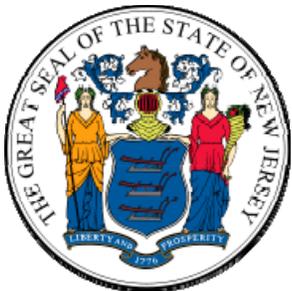
1. Submit an application *(\$150)*
2. Send supporting documents to the Board
3. Receive fingerprint instructions
4. Schedule a time to submit your fingerprints
5. Submit additional information *(as required)*
6. Submit Registration Form *(\$90/\$45)*



Application Fees

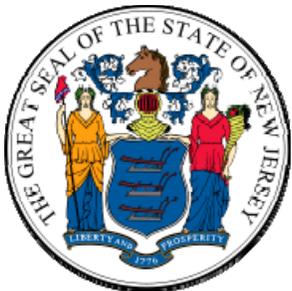
Non Refundable Application Fee:

- \$150 (*\$100 if you are applying for a second license*)
- Payable by check or money order
- **NO CASH**



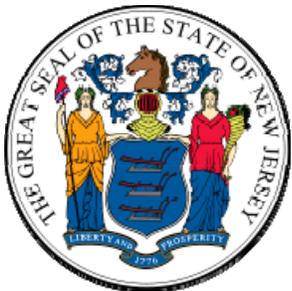
Application Questions

- Moral Character – Arrests / Convictions
- Student Loans
- Child Support
- Ability to Practice – Physical / Cognitive
- Use of Illegal Chemical Substances



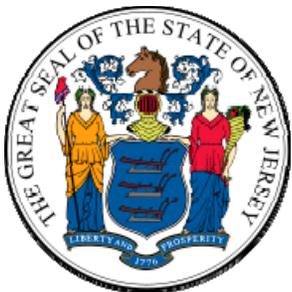
Criminal History Background Check

- You must complete the “*Certification and Authorization Form*” as part of the application
- You will receive a letter with instructions on how to schedule an appointment to have your fingerprints digitally recorded
- Go online to schedule an appointment and pay the fee directly to the MorphoTrust.



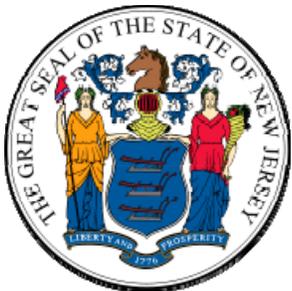
Criminal History Background Check “Tips”

- This can be the longest part of the application process
- You can schedule an appointment as soon as you receive the notice to schedule
- Processing time is 7-10 days after the digital scan



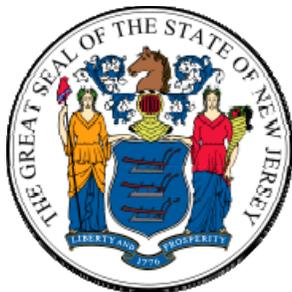
Keeping Your License Current

- Licenses are valid for 3 years
- You must keep your address current with the Committee to receive renewal notices
- Renewals are done online and require a renewal fee (*currently \$120*)



Communication

- If you get a letter from the Committee – *read it*
- If the Committee asks for you to respond to it – *do it in a timely fashion (duty to cooperate)*
- If you move, change your name or start working in a new location – *contact the Committee at (973) 504-6245 and update your information*



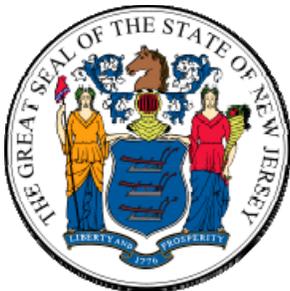
Where Do I Send Mail for the Fire Alarm, Burglar Alarm and Locksmith Advisory Committee?

Mailing Address

Fire Alarm, Burglar Alarm and Locksmith Advisory Committee
P.O. Box 45042
Newark, NJ 07101

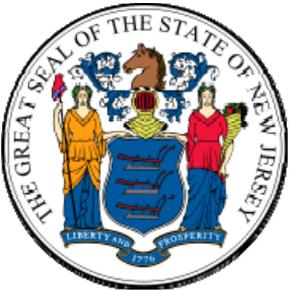
Physical Address

Fire Alarm, Burglar Alarm and Locksmith Advisory Committee
124 Haley Street
Newark, NJ 07102



Tips for the Application Process

- Mail the application with as much supporting information as possible
- Be clear about what name(s) appear on your application and supporting documents
- Use the P.O. Box to mail items to the Committee
- Submit as much information as possible, if you answer “yes” to any of the questions



Useful Links

- Committee Home
www.NJConsumerAffairs.gov/fbl
- Statutes / Regulations
www.NJConsumerAffairs.gov/fbl/Pages/regulations.aspx
- Application Status & License Verifications
www.NJConsumerAffairs.gov/Pages/licensingboards.aspx

