

**NEW YORK STATE DEPARTMENT OF TRANSPORTATION  
NYSDOT  
RECERTIFICATION OF A QUALIFIED WELDER**

**NYSDOT FIELD OFFICE  
60<sup>th</sup> Avenue & College Point Blvd  
Flushing, NY 11355  
718-888-0877 Ext. 300 or 310  
Woodley Fontaine**

**In person at field office:** You have at least 8 weeks prior from the date of expiration to come in person with US State Government issued Photo ID to retrieve your Renewed welding certificate and work record. Renewal of your welding certificate is contingent on a qualified person signing your work history within every (6) six-month period and that a minimum of (6) signatures is recorded.

No signatures on a NYSDOT document should ever be corrected with whiteout. If the inspector makes an error, he/ she can write a clear line through the entire row so we can see behind it (No scratch outs or blackouts), initial it and rewrite the name, Contract, P.E. or C.W.I. No., date, and initials on the next line.

No signatures with ditto marks (" "), hyphens ("- "), blank spaces or any other marks other than the name, Contract, PE or CWI No., Date and Initials will be accepted. All signatures must be LEGIBLE and PROPERLY FILLED IN.

Please make copies of the front and back of your NYSDOT welding certificate and work record. If you happen to lose your work record and don't have any copies of your signatures, you will have to retake the NYSDOT welding exam.

**Our field office** is a trailer in a fenced-in yard with a green screen around the fence underneath the Van Wyck Expressway. A green sign is on the outside gate that reads: Project Engineer. NYSDOT Field Office. Right across the street from Flushing Meadows Corona Park.

**PLEASE CALL BEFORE YOU COME IN PERSON!** BECAUSE ON SOME RARE OCCASIONS WE MAY NOT BE PRESENT AT OUR OFFICE.

**To mail it:** You have at least 8 weeks prior from the date of expiration to renew your card, you make a copy and utilize it till its expiration date. On a letter or index card include your full name (with middle initial and suffix such as Jr., Sr., III, etc. if applicable), present address, phone numbers, (Home and Cell) and your last (4) four digits of your Social Security Card Number. Send both parts of the original certificate with all the appropriate signatures.

**Return Receipt** so that you can retrieve proof that someone signed it at least 8 weeks prior to expiration date.

**Mailing address:**

**NYSDOT Construction  
47-40 21<sup>st</sup> Street  
Long Island City, NY 11101  
Attention: Rasheed Balogun  
REQUEST RENEWAL OF WELDING CARD  
718-239-0743 Ext. 108  
Rasheed.Balogun@dot.ny.gov**