## LACKAWANNA CIVIL SERVICE COMMISSION CROSS-FILER FORM

Candidates who apply for <u>one or more examinations offered on the same date</u> by any City, County or State Civil Service agency located in New York State, must make arrangements to take all the examinations at <u>one</u> test site. You must complete this form no later than (3) weeks before the exam date.

If you have applied for both State and local government examinations, you must notify the Lackawanna Civil Service Commission of your intent to take both examinations. When taking both State and local government examinations, you will be required to take all your examinations at a State Examination center. You will be advised by letter when and where to report for your examinations. Please note you must complete this cross-filer form as well.

Please note that if you are applying for exams in multiple jurisdictions, the larger jurisdiction is the testing location you must appear at for the exams. For example, if taking both a County of Erie and a City of Lackawanna exam, a candidate would make arrangements to take both exams at the County location. If a candidate is applying for two exams both at the city level, but for two different cities, then the candidate has the right to choose at which location they will take the exam.

Name:\_\_\_\_\_

Social Security #:\_\_\_\_\_