LACKAWANNA CIVIL SERVICE COMMISSION

CROSS-FILER FORM

If you have applied for any other civil service examinations to be given on the same test date for employment with New York State or any other local government jurisdiction excluding New York City, you must make arrangements to take all the examinations at one test site.

If you have applied for both State and local government examinations, you must make arrangements to take all your examinations at the State examination center as indicated on the State exam announcement no later than (3) three weeks before the test date.

If you have applied for other local government examinations, contact each civil service agency to make arrangements. You must make your request for these arrangements no later than (3) three weeks before the date of the examinations. You must notify all local government civil service agencies with whom you have filed an application of the test site at which you wish to take your examination.

Special Note: Candidates who are approved to take an exam with Erie County should follow the cross-filing guidelines on their exam announcement.

ALL LOCATIONS MUST BE NOTIFIED AND ARRANGEMENTS MUST BE MADE TO TAKE ALL EXAMS AT ONE TEST SITE. EACH TEST SITE MAY HAVE THEIR OWN FORM.

DATE OF EXAMINATIONS: _____

Please fill out the table below with ALL exams filed for and which jurisdiction they are being held in.

Exam #	Exam Title(s)	Jurisdiction (Locations where applications were submitted, Ex. Erie County; City of Buffalo)
		City of Lackawanna

Name: _____ Last 4 SSN: _____

Signature: _____ Phone Number: _____

Date: _____ EMAIL: _____

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