



# CITY OF TONAWANDA, NEW YORK

## CIVIL SERVICE COMMISSION

200 Niagara Street · Tonawanda, New York 14150-1099  
Phone: (716) 695-8626    civilservice@ci.tonawanda.ny.us

DAVID BATTAGLIA, CHAIRMAN  
WILLIAM SHELDON, COMMISSIONER  
DALE PETER, COMMISSIONER

DIANE RUSERT  
EXECUTIVE SECRETARY

### CROSS-FILER FORM

Notice of Application for Examinations in Multiple Jurisdictions (State, County, City)

If you have applied for examinations held in different jurisdictions on the same date, you must complete this form and file it with your applications to the address above no later than two weeks prior to the exam date.

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Please fill out the table below with all exams filed for and which jurisdiction they are being held in and on what date.

Exam # :	Exam Title:	Date	Agency giving exam
_____	_____	_____	_____
_____	_____	_____	_____

All locations must be notified and arrangements must be made to take ALL exams at ONE test site.

I wish to have all exams administered by the (check one):

\_\_\_ County of \_\_\_\_\_ (Name of County)

\_\_\_ Other Civil Service Commission \_\_\_\_\_ (name of city) in the State of New York

\_\_\_ NY State Exam Center. \*If you are taking a NYS exam you MUST take all tests at the NYS exam center and contact the state at 1-877-NYS-JOBS no later than two weeks prior to the exam date.

\*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 city of Tonawanda Exam and an Erie County 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 county level but for two different counties, then the candidate has the right to choose which location they will appear to.

Signed: \_\_\_\_\_ print name: \_\_\_\_\_

Ssn: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Daytime Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Your email address: \_\_\_\_\_