



Effective 4/29/2026

EXAMINATIONS BY PSI

This Candidate Information Bulletin provides you with information about the examination process for obtaining a license from the Bureau of Construction Codes.

The Department of Licensing and Regulatory Affairs (referred to as the Department) has contracted with PSI Services LLC (PSI) to conduct the Bureau of Construction Codes examination program. PSI provides this examination through a network of computer examination centers in Michigan.

Ductwork	\$50
Refrigeration	\$50
Limited Heating Service	\$50
Unlimited Heating Service	\$50
Limited Refrigeration and Air Conditioning Service	\$50
Unlimited Refrigeration and Air Conditioning Service	\$50
Fire Suppression	\$50
Solar Heating and Cooling	\$50
Solid Fuel Equipment & Vented Decorative Gas Appliances	\$50
LP Distribution Piping	\$50
Fuel Gas Piping	\$50
Fuel Gas Piping & Venting	\$50

NOTE: EXAMINATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE. THE EXAMINATION FEE IS VALID FOR ONE YEAR FROM THE DATE OF PAYMENT.

GUIDELINES FOR EXAMINATION QUALIFICATION

1. Request the examination application instructions from:

Department of Licensing and Regulatory Affairs
P.O. Box 30254
Lansing, MI 48909
Phone: (517) 241-9316
www.michigan.gov/bcc

(Select "Examinations and Licensing/Continuing Education")

2. Complete the application and return it with the correct fees to the Department. Only the State of Michigan may determine your eligibility for a license.
3. Once the Department has approved you for the examination, you will receive a notification letter with instructions on how to pay and schedule for the examination. This notification will also be submitted to PSI.
4. Candidates that have their application for examination denied are notified by the Department of the elements they need to complete in order to be approved for licensure.

INTERNET SCHEDULING

For the fastest and most convenient examination scheduling process, PSI recommends that you register for your examinations using the Internet. You register online by accessing PSI's registration website at <https://test-takers.psiexams.com/mimich>. Internet registration is available 24 hours a day.

Log onto PSI's website and select Sign in / Create Account. Select Create Account. You are now ready to pay and schedule for the exam. Enter your zip code and a list of the testing sites closest to you will appear. Once you select the desired test site, available dates will appear.

TELEPHONE SCHEDULING

Call PSI at 855-579-4635, to schedule an appointment for the test. The times of operation for live operators are as follows:

	Monday - Friday	Saturday - Sunday
Eastern Time	7:30am - 10:00pm	9:00am - 5:30pm

CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You may call PSI at 855-579-4635 or use the PSI Website.

Note: A voice mail or email message is NOT an acceptable form of cancellation. Please use the PSI Website or call PSI to speak directly to a Customer Service Representative.

MISSED APPOINTMENT OR LATE CANCELLATION

Your registration will be invalid, you will not be able to take the examination as scheduled, and you will forfeit your examination fee, if you:

EXAMINATION SCHEDULING PROCEDURES

Candidates must pass the examination within one year of the eligibility date. If you do not pass, you must re-apply with the Department.

If you fail the examination, you may retest an unlimited amount of times during the one-year period.

Exam	Fee
Hydronic Heating and Cooling and Process Piping	\$50
HVAC Equipment (includes ductwork and gas piping)	\$100

- Do not cancel your appointment 2 days before the scheduled examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

EXAMINATION ACCOMMODATION

All PSI examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and exam accommodations will be made in meeting a candidate's needs. A candidate with a disability or a candidate who would otherwise have difficulty taking the examination should request for alternative arrangements by [Clicking Here](#).

Candidates granted accommodation in accordance with the ADA, **MUST** schedule their examination by telephone and speak directly with a PSI registrar.

ALTERNATIVE TEST DELIVERY ARRANGEMENTS

The following option is available to all candidates seeking assistance taking the Real Estate Salesperson or Broker examination for an additional fee.

Additional Time While Taking the Examination

Candidates may request to take the examination with extra time. The candidate will be given time & 1/2 and there will be an additional fee of \$50 per examination.

Candidates applying for alternative test delivery arrangements should request by [Clicking Here](#). Any costs associated with alternative test delivery arrangements must be paid by the candidate.

EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling 855-579-4635. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You may also check our website at <https://test-takers.psiexams.com/mimich>.

EXAMINATION SITE LOCATIONS

Dearborn Examination Center
3200 Greenfield Road, Suite 253
Dearborn, MI 48120

Holt-Lansing Examination Center
4202 Charlar Drive, Suite 1
Holt, Michigan 48842

Southfield-Crossroads Examination Center
Crossroads Building
16250 Northland Drive, Suite 361
Southfield, MI 48075

Southfield-Lahser Road Examination Center

26400 Lahser Road, Suite 150
Southfield, Michigan 48033

Grand Rapids Examination Center
4595 Broadmoor Ave SE, Suite 201
Grand Rapids, MI 49512

Gaylord Examination Center
440 W. Main St., Suite D
Gaylord, MI 49735

Marquette Examination Center
Mid Towne Office Complex
1229 W. Washington
Marquette, MI 49855

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive 15 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the examination process. *If you arrive late, you may not be admitted to the examination site and you will forfeit your examination registration fee.*

[Click here for a video of the Test Center Experience](#)

REQUIRED IDENTIFICATION

To gain admission to the Test Center, you must present (1) form of identification. The form of identification must be government issued, current and include your name, signature, and photograph. No form of temporary identification will be accepted.

Primary ID (photograph and signature, not expired)

- State issued driver's license
- State issued identification card
- US Government Issued Passport
- US Government Issued Military Identification Card
- US Government Issued Alien Registration Card
- Canadian Government Issued ID

NOTE: ID must contain candidate's photo, be valid and unexpired.

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Candidates must have proper identification to gain admission to the Test Center. Failure to provide appropriate identification at the time of the test is considered a missed booking. There will be no refund of test fees.

SECURITY PROCEDURES

The following security procedures will apply during the examination:

- Candidates may take only approved items into the examination room.
- All personal belongings of candidates, with the exception of close-fitting jackets or sweatshirts, should be placed in the secure storage provided at each site prior to entering the examination room. Personal belongings **include, but are not limited to**, the following items:

- **Electronic devices of any type**, including cellular / mobile phones, recording devices, calculator, electronic watches, cameras, pagers, laptop computers, tablet computers (e.g., iPads), music players (e.g., iPods), smart watches, radios, or electronic games.
 - **Bulky or loose clothing or coats** that could be used to conceal recording devices or notes, including coats, shawls, hooded clothing, heavy jackets, or overcoats.
 - **Hats or headgear not worn for religious reasons** or as religious apparel, including hats, baseball caps, or visors.
 - **Other personal items**, including purses, notebooks, reference or reading material, briefcases, backpacks, wallets, pens, pencils, other writing devices, food, drinks, and good luck items.
- Person(s) accompanying an examination candidate may not wait in the examination center, inside the building or on the building's property. This applies to guests of any nature, including drivers, children, friends, family, colleagues or instructors.
 - No smoking, eating, or drinking is allowed in the examination center.
 - During the check in process, all candidates will be asked if they possess any prohibited items. Candidates may also be asked to empty their pockets and turn them out for the proctor to ensure they are empty. The proctor may also ask candidates to lift up the ends of their sleeves and the bottoms of their pant legs to ensure that notes or recording devices are not being hidden there.
 - Proctors will also carefully inspect eyeglass frames, tie tacks, or any other apparel that could be used to harbor a recording device. Proctors will ask to inspect any such items in candidates' pockets.
 - If prohibited items are found during check-in, candidates shall put them in the provided secure storage or return these items to their vehicle. PSI will not be responsible for the security of any personal belongings or prohibited items.
 - Any candidate possessing prohibited items in the examination room shall immediately have his or her test results invalidated, and PSI shall notify the examination sponsor of the occurrence.
 - Any candidate seen giving or receiving assistance on an examination, found with unauthorized materials, or who violates any security regulations will be asked to surrender all examination materials and to leave the examination center. All such instances will be reported to the examination sponsor.
 - Copying or communicating examination content is violation of a candidate's contract with PSI, and federal and state law. Either may result in the disqualification of examination results and may lead to legal action.
 - Once candidates have been seated and the examination begins, they may leave the examination room only to use the restroom, and only after obtaining permission from the proctor. Candidate will not receive extra time to complete the examination.

TAKING THE EXAMINATION BY COMPUTER

The examination will be administered via computer. You will be using a mouse and computer keyboard.

[Click here for the Tutorial in English](#)

EXAMINATION REVIEW

PSI, in cooperation with the BCC, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. While taking the examination, examinees will have the opportunity to provide comments on any questions, by clicking the Comments link on the test question screen. These comments will be analyzed by PSI examination development staff. PSI does not respond to individuals regarding these comments, however, all substantive comments are reviewed.

This is the only review of examination materials available to candidates.

SCORE REPORTING

Your score will be displayed on screen at the end of the examination and a score report will be provided to you. If you fail, the score report will include the diagnostic report indicating your strengths and weaknesses by examination type. You may print the score report from your online account.

EXAMINATION REFERENCE MATERIAL AND CONTENT OUTLINES

CONTRACTOR

Examination	# of Questions	Open/Closed Book Exam	Time Allowed
Hydronic Heating and Cooling and Process Piping	55	Open	60 minutes
HVAC Equipment (includes ductwork and gas piping)	150	Open	180 minutes
Ductwork	55	Open	60 minutes
Refrigeration	55	Open	60 minutes
Limited Heating Service	55	Closed	60 minutes
Unlimited Heating Service	55	Closed	60 minutes
Limited Refrigeration and Air Conditioning	55	Closed	60 minutes
Unlimited Refrigeration and Air Conditioning Service	55	Closed	60 minutes
Fire Suppression	55	Open	60 minutes
Solar Heating and Cooling	55	Open	60 minutes
Solid Fuel Equipment & Vented Decorative Gas Appliances	55	Open	60 minutes

LP Distribution Piping	55	Open	60 minutes
Fuel Gas Piping	55	Open	60 minutes
Fuel Gas Piping & Venting	55	Open	60 minutes

All examinations include questions based on the law covering knowledge of the Skilled Trades Regulation Act, 2016 PA 407 and the Stille-Derossett-Hall Single State Construction Code Act, 1972 PA 230.

HYDRONIC HEATING AND COOLING AND PROCESS PIPING

# of Questions	Minimum Passing Score	Time Allowed
55	75%	1 Hour

Hydronic heating and cooling and process piping covers the installation of hydronic heating and cooling equipment and systems, installation of process piping, controls and components, combustion air, gas piping, venting and knowledge of codes and standards. This is an open book exam. Candidate is allowed 1 hour to complete 50 multiple choice questions.

Installation of residential boilers utilizing both natural, propane gas and fuel oil. Installed boilers ranging in size from 60,000 BTU'S to 1,000,000 BTU'S. Installed radiant baseboard and in floor hydronic piping in both commercial and residential applications utilizing the following materials: welded steel, threaded schedule 40, copper, PEX with Pro-Press, brazed and soldered joints.

Please review the testing requirements in the link below to determine what materials, if any, are permitted to be brought in during the exam.

https://www.michigan.gov/lara/-/media/Project/Websites/lara/bcc-media/Licensing/Mechanical/Mechanical_Contractor_Licensing_Exam_Reference_Materials.pdf?rev=6e46e041eae645ca9959624359fd0af5&hash=88EE2653031515C4F6B63D4FC0F7720D

All reference material must be bound. The materials printed from the BCC website must be bound by 3 staples on the left edge in separate documents. Highlighting, marking and tabs in printed documents are not permitted.

Candidates are responsible for bringing their own references to the examination center. Any candidate caught writing, highlighting, underlining and/or indexing in the references during the examination will be reported to the BCC. Furthermore, candidates are not permitted to bring in any additional papers (loose or attached) with their approved references.

HVAC EQUIPMENT (INCLUDES DUCTWORK AND GAS PIPING)

# of Questions	Minimum Passing Score	Time Allowed
150	75%	3 Hour

HVAC equipment covers heating and cooling principles and theories, installation of HVAC equipment and systems to provide air conditioning for occupants of buildings and structures, installation of ductwork, gas piping, venting and knowledge of codes and standards. This is an open book exam. Candidate is allowed 3 hours to complete 150 multiple choice questions.

Installation of forced air heating and cooling systems in residential and commercial applications including heat- pumps- (air to air and water-air), mini splits, roof top units from 2-25 tons, geo thermal systems, commercial kitchen exhaust systems for type 1 and type 2, complete duct systems in both commercial and residential applications, type B vents, gas piping systems utilizing natural, propane and fuel oil, lay out and installation of CSST piping systems, exhaust and special venting systems.

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https://www.michigan.gov/lara/-/media/Project/Websites/lara/bcc-media/Licensing/Mechanical/Mechanical_Contractor_Licensing_Exam_Reference_Materials.pdf?rev=6e46e041eae645ca9959624359fd0af5&hash=88EE2653031515C4F6B63D4FC0F7720D

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DUCTWORK

# of Questions	Minimum Passing Score	Time Allowed
55	75%	1 Hour

Ductwork covers the installation of air distribution systems for supply, return and exhaust in air conditioning and in non- air conditioning systems, installation of chimneys, flue, vents and knowledge of codes and standards. This is an open book exam. Candidate is allowed 1 hour to complete 50 multiple choice questions.

Installation of various types of air distribution systems in both commercial and residential settings along with the installation of chimneys, flues and venting and exhaust duct systems. Installed metal duct, flexible duct, underground PCD and fiberglass duct board.

Please review the testing requirements in the link below to determine what materials, if any, are permitted to be brought in during the exam.

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REFRIGERATION

# of Questions	Minimum Passing Score	Time Allowed
55	75%	1 Hour

Refrigeration covers the installation of commercial refrigeration equipment and systems employing the refrigeration cycle to generate low temperatures for other than air conditioning equipment and systems and knowledge of codes and standards. This is an open book exam. Candidate is allowed 1 hour to complete 50 multiple choice questions.

Installation of commercial refrigeration systems including both walk-in coolers and freezers, sizes range from 1- 10 HP. Refrigerants include- R134a, R22, R408, R12, R404, R500, R502. Installed refrigerant piping systems with brazed, silver-soldered and flared joints. Installation of valves, filter driers, sight glasses and receivers.

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LIMITED HEATING SERVICE

# of Questions	Minimum Passing Score	Time Allowed
55	75%	1 Hour

Limited heating service covers the diagnosis and servicing of fuel fired heating equipment up to 399,000 Btu's and sectional boilers not exceeding 1 million Btu's. This is a knowledge based closed book exam. Candidate is allowed 1 hour to complete 50 multiple choice questions.

Performed troubleshooting & service on heating equipment in both commercial and residential applications from 40,000 -400,000 BTU'S including forced air, boilers, roof top units, radiant tube heaters, wall furnaces and unit heaters utilizing natural, propane and fuel oil.

Please review the testing requirements in the link below to determine what materials, if any, are permitted to be brought in during the exam.

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UNLIMITED HEATING SERVICE

# of Questions	Minimum Passing Score	Time Allowed
55	75%	1 Hour

Unlimited heating service covers the diagnosis and servicing of heating equipment without restrictions concerning thermal capacity or fuels. This is a knowledge based closed book exam. Candidate is allowed 1 hour to complete 50 multiple choice questions.

Performed troubleshooting & service on heating equipment in both commercial and industrial applications from 40,000 to in excess of 1,000,000 BTU'S including forced air, boilers, roof top units, radiant tube heaters, wall furnaces and unit heaters utilizing natural, propane and fuel oil.

Please review the testing requirements in the link below to determine what materials, if any, are permitted to be brought in during the exam.

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LIMITED REFRIGERATION AND AIR CONDITIONING SERVICE

# of Questions	Minimum Passing Score	Time Allowed
55	75%	1 Hour

Limited refrigeration and air conditioning service covers the diagnosis and servicing of refrigeration equipment and systems and air conditioning equipment and systems employing the refrigeration cycle utilizing group one refrigerants. This is a knowledge based closed book exam. Candidate is allowed 1 hour to complete 50 multiple choice questions.

Performed troubleshooting & service on cooling and refrigeration equipment in both commercial and residential applications utilizing group one refrigerants. Serviced condensers, evaporators, cooling only roof top units, mini-splits, deli cases, ice machines, walk and reach in coolers and freezers.

Please review the testing requirements in the link below to determine what materials, if any, are permitted to be brought in during the exam.

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UNLIMITED REFRIGERATION AND AIR CONDITIONING SERVICE

# of Questions	Minimum Passing Score	Time Allowed
55	75%	1 Hour

Unlimited refrigeration and air conditioning service covers the diagnosis and servicing of refrigeration equipment and systems and air conditioning equipment and systems employing the refrigeration cycle and unlimited as to thermal capacity or type of refrigerant. This is a knowledge based closed book exam. Candidate is allowed 1 hour to complete 50 multiple choice questions.

Performed troubleshooting & service on cooling and refrigeration equipment in both commercial and residential applications with refrigerant others than those listed as group one; these include, Ammonia and other highly toxic and flammable refrigerants. Serviced condensers, evaporators, compressors, cooling only roof top units, mini- splits, deli cases, ice machines, walk and reach in coolers and freezers.

Please review the testing requirements in the link below to determine what materials, if any, are permitted to be brought in during the exam.

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FIRE SUPPRESSION

# of Questions	Minimum Passing Score	Time Allowed
55	75%	1 Hour

Fire Suppression covers the installation of fire suppression equipment and systems that will discharge a fire extinguishing system substance over a fire area and knowledge of codes and standards. This is an open book exam Candidate is allowed 1 hour to complete 50 multiple choice questions.

Installation of various types of fire suppression systems including, wet, dry, pre-action and deluge. Production of hydraulic calculations, production of fire protection shop drawings and performing hydraulic analysis. Installation of steel and plastic piping along with fittings, sprinkler heads, pumps, standpipes. Testing and commissioning of completed system. Installation of commercial kitchen ANSUL systems.

Please review the testing requirements in the link below to determine what materials, if any, are permitted to be brought in during the exam.

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SOLAR HEATING AND COOLING

# of Questions	Minimum Passing Score	Time Allowed
55	75%	1 Hour

Solar Heating and Cooling covers the installation of solar equipment and systems intended to utilize solar energy for space heating or cooling and knowledge of codes and standards. This is an open book exam. Candidate is allowed 1 hour to complete 50 multiple choice questions.

Installation of both active, closed-loop solar and passive, batch solar systems. Installed storage tanks, batch and flat plate and evacuated-tube collectors, pumps, heat exchangers, piping and controls. Installed both direct and indirect circulation systems.

Please review the testing requirements in the link below to determine what materials, if any, are permitted to be brought in during the exam.

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SOLID FUEL EQUIPMENT AND VENTED DECORATIVE GAS APPLIANCES

# of Questions	Minimum Passing Score	Time Allowed
55	75%	1 Hour

Solid Fuel Equipment & Vented Decorative Gas Appliances covers the installation of equipment that utilizes combusted solid fuel to produce heat or a vented fuel gas appliance wherein the primary function lies in the aesthetic effect of the flames and knowledge of codes and standards. This is an open book exam. Candidate is allowed 1 hour to complete 50 multiple choice questions.

Installation of solid fuel fireplaces and equipment including flue venting, and combustion air piping. I also installed natural and propane gas fireplaces including type B venting in addition to gas log sets.

Please review the testing requirements in the link below to determine what materials, if any, are permitted to be brought in during the exam.

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LP DISTRIBUTION PIPING

# of Questions	Minimum Passing Score	Time Allowed
55	75%	1 Hour

LP Distribution Piping covers the limited installation of fuel gas piping from the outlet of the first stage regulator to the inlet of the second stage regulator and knowledge of codes and standards. This is an open book exam. Candidate is allowed 1 hour to complete 50 multiple choice questions.

Installation of propane gas piping between the first stage regulator located at the tank and the second stage regulator located at the structure. Installed piping underground at a minimum depth of 12 inches. Installed both copper and plastic piping and fittings.

Please review the testing requirements in the link below to determine what materials, if any, are permitted to be brought in during the exam.

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FUEL GAS PIPING

# of Questions	Minimum Passing Score	Time Allowed
55	75%	1 Hour

Fuel Gas Piping covers the installation of piping, valves and fittings from the outlet of the point of delivery to the inlet of the appliance used to convey natural gas, manufactured gas, liquefied petroleum gas or a mixture of these gases and knowledge of codes and standards. This is an open book exam. Candidate is allowed 1 hour to complete 50 multiple choice questions.

Installed complete gas piping system in commercial and residential applications ranging from ½” to 4”. Installed black iron, copper, corrugated stainless steel tubing (CSST), underground plastic piping and associated fittings and valves.

Please review the testing requirements in the link below to determine what materials, if any, are permitted to be brought in during the exam.

https://www.michigan.gov/lara/-/media/Project/Websites/lara/bcc-media/Licensing/Mechanical/Mechanical_Contractor_Licensing_Exam_Reference_Materials.pdf?rev=6e46e041eae645ca9959624359fd0af5&hash=88EE2653031515C4F6B63D4FC0F7720D

All reference material must be bound. The materials printed from the BCC website must be bound by 3 staples on the left edge

in separate documents. Highlighting, marking and tabs in printed documents are not permitted.

Candidates are responsible for bringing their own references to the examination center. Any candidate caught writing, highlighting, underlining and/or indexing in the references during the examination will be reported to the BCC. Furthermore, candidates are not permitted to bring in any additional papers (loose or attached) with their approved references.

FUEL GAS PIPING AND VENTING

# of Questions	Minimum Passing Score	Time Allowed
55	75%	1 Hour

Fuel Gas Piping & Venting covers the installation of fuel gas piping and the installation of a continuous open passageway from the flue collar or draft hood of an appliance to the outside atmosphere for the purpose of removing flue or vent gases and knowledge of codes and standards. This is an open book exam. Candidate is allowed 1 hour to complete 50 multiple choice questions.

Installed complete gas piping system in commercial and residential applications ranging from ½” to 4”. Installed black iron, copper, corrugated stainless steel tubing (CSST), underground plastic piping and associated fittings and valves. Complete installation of venting systems for various types of gas fired equipment in residential and commercial applications. Installed type B and type L venting systems, all fuel venting, stainless steel venting and PVC venting.

Please review the testing requirements in the link below to determine what materials, if any, are permitted to be brought in during the exam.

https://www.michigan.gov/lara/-/media/Project/Websites/lara/bcc-media/Licensing/Mechanical/Mechanical_Contractor_Licensing_Exam_Reference_Materials.pdf?rev=6e46e041eae645ca9959624359fd0af5&hash=88EE2653031515C4F6B63D4FC0F7720D

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