Bureau of Professional Licensing
PO Box 30670 ● Lansing, MI 48909
Telephone: (517) 241-9288
www.michigan.gov/bpl
BPLHelp@michigan.gov

RESIDENTIAL BUILDER SALESPERSON LICENSE, RELICENSURE OR TRANSFER APPLICATION

(This Form Should Not Be Used For License Renewal)

Authority: 1980 PA 299, MCL 338.3434a

Name of Salesperson (First, Middle, Last)		Date of Birth	U.S. Social Security Number	
Address	City		State	Zip Code
Permanent I.D. Number (if applicable)	Telephone Number	E-Mail Address		
Employer	Employer Permanent I.D. Number			

If you answer "yes" to this question, you must complete and submit the Request for Conviction History form AND submit documentation which shows at the current time you have the ability to, and are likely to, serve the public in a fair, honest, and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking a license. Documentation may include a certificate of employability, if applicable.

Have you ever been convicted of a felony?

☐ Yes ☐ No

Do you have any unsatisfied penalties and conditions imposed by disciplinary action in this state or any other jurisdiction? (Relicensure Only)

☐ Yes ☐ No

Required Additional Documents

- Copy of operator's/driver's license or state personal identification card (new applicants only)
- Current Pocket Card (transfer applicants only)
- Non-Michigan residents must submit a Consent to Service of Process. (This form may be found under License Applications & Forms at www.michigan.gov/builders.)
- If requesting a fee waiver as an individual who served in the armed forces - form DD214, DD215, or any other form acceptable to the Department that demonstrates you were separated from service with an honorable character of service or under honorable conditions (general) character of service.

Certification

I certify that the statements in this document are true and complete. I understand that any omitted statement, misrepresentation, or fraud may be cause for denial of my application, disciplinary action, or may be punishable by law. I agree the Department is required by law to obtain my social security number pursuant to MCL 338.3434a.

Signature _____ Date _____

EMPLOYER STATEMENT

Submitted by employing Residential Builder or Residential M & A Contractor

Signature _____ Date _____

CHECK THE LICENSE TYPE		
☐ Builder Salesperson	$ 195.00	2105-01 = $165.00 2105-15 = $ 30.00
☐ New Builder Salesperson Armed Forces Veteran (see required additional documents)	Fee Waived	
☐ Salesperson Relicensure	$ 185.00	2105-06 = $170.00 2105-15 = $ 15.00
☐ Builder Salesperson Transfer	$ 10.00	2105-33 = $ 10.00

Make your check or money order in U.S. Currency payable to:

STATE OF MICHIGAN

FEES ARE AUTHORIZED BY THE STATE LICENSE FEE ACT, 1979 PA 152, AND ARE NOT REFUNDABLE.

FOR OFFICE USE ONLY	
License Number	Issue Date

The Department of Licensing and Regulatory Affairs will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.