

**RESIDENTIAL BUILDER OR MAINTENANCE & ALTERATION CONTRACTOR  
 LICENSE OR RELICENSURE APPLICATION  
 (This Form Should Not Be Used For License Renewal)**

Authority: 1980 PA 299, MCL 338.3434a

Name (First, Middle, Last)		Date of Birth	U.S. Social Security Number	
Business Address (Not a PO Box)		City		State
ZIP Code		Permanent I.D. Number	Telephone Number	E-Mail Address
DBA (if none leave blank)				
<p>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.</p> <p>Have you ever been convicted of a felony?</p> <p>Yes                      No</p>				
<p>Do you have any unsatisfied penalties and conditions imposed by disciplinary action in this state or any other jurisdiction? (relicensure only)</p> <p>Yes                      No</p>				
CHECK THE LICENSE TYPE			FOR OFFICE USE ONLY	
			License Number	Issue Date
Individual Residential Builder	\$195.00	(2101-01 = \$165.00) (2101-15 = \$ 30.00)		
New Individual Residential Builder Armed Forces Veteran (see required additional documents)	Fee Waived			
Individual Residential Builder Relicensure	\$185.00	(2101-06 = \$170.00) (2101-15 = \$ 15.00)		
Individual Maintenance & Alteration Contractor (You must check one or more trade(s) below)	\$195.00	(2103-01 = \$165.00) (2103-15 = \$ 30.00)		
Carpentry (A)                      House Wrecking (R)				
Concrete (B)                      Screens & Storm Sash (N)				
Excavation (D)                      Gutters (O)				
Roofing (M)                      Tile & Marble (P)				
Masonry (I)                      Swimming Pools (S)				
Painting & Decorating (J)              Basement Waterproofing (T)				
Siding (K)                      Insulation Work (G)				
New Maintenance & Alteration Contractor Armed Forces Veteran (You must check one or more trade(s) above) (see required additional documents)	Fee Waived			
Individual Maintenance & Alteration Contractor Relicensure	\$185.00	(2103-06 = \$170.00) (2103-15 = \$ 15.00)		
<p>Make your check or money order in U.S. Currency payable to:  <b>STATE OF MICHIGAN</b></p>				
<p>FEES ARE AUTHORIZED BY THE STATE LICENSE FEE ACT, 1979 PA 152, AND ARE NOT REFUNDABLE.</p>				

Have you completed the required 60 hours of approved prelicensure education consisting of at least 6 hours of courses in each of the following areas of competency:

1) Business management, estimating, and job costing, 2) Design and building science, 3) Contracts, liability, and risk management, 4) Marketing and sales, 5) Project management and scheduling, 6) the current Michigan residential code and Construction safety standards promulgated under the Michigan occupational safety and health act, 1974 PA 154, MCL 408.1001 to 408.1094?

Yes                      No

Have you served in the Armed Forces?

Yes                      No

If you answered yes to the question above, while serving in the armed forces were you engaged in the erection, construction, replacement, repair, alteration, or demolition of buildings or other structures?

Yes                      No

Required Additional Documents:

- Copy of operator's/driver's license or state personal identification card (New 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](http://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.
- If requesting a prelicensure education waiver you will also need to submit:
  - An affidavit signed by a commanding officer, supervisor, or military superior with direct knowledge of the service you have, entry-level experience in or basic knowledge of each of the areas of prelicensure competencies.

OR

  - If you meet the requirements of the armed forces exemption, but do not have entry-level experience in or basic knowledge of each of the areas of prelicensure competencies, you may provide an affidavit signed by a commanding officer, supervisor, or military superior with direct knowledge of your service that states in which of those areas of competency you have entry-level experience or basic knowledge. (The department may in its discretion grant the applicant credit toward the 60-hour prelicensure education requirement based on that experience or knowledge.)

**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