

Qualifying Officer Change Application
Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes/Licensing Section
P.O. Box 30255, Lansing, MI 48909
517-241-9316
lara-bcc-licensing@michigan.gov

Authority: 1980 PA 299

Penalty: Failure to provide information may result in denial of your request.

General Instructions:

- Mail completed application to address listed above.
- Any documentation submitted with your application becomes property of the State of Michigan and will not be returned. All fees are non-refundable.
- Print clearly. This is a legal document. Failure to do so may result in delays in processing.
- **YOU MUST HOLD A COMPANY LICENSE ISSUED BY THE BUREAU OF CONSTRUCTION CODES IN ORDER TO CHANGE THE QUALIFYING OFFICER. If you do not hold a Company license issued by the Bureau of Construction Codes, you must submit a Company application, NOT a Qualifying Officer Change Form.**

Applicant Information

COMPANY NAME		COMPANY BUILDER LICENSE NUMBER	
BUSINESS ADDRESS	CITY	STATE	ZIP CODE
TELEPHONE NUMBER (Include Area Code)		E-MAIL ADDRESS	

New Qualifying Officer

LEGAL GOVERNMENT NAME (First, Middle, Last)	INDIVIDUAL BUILDER/M&A LICENSE NUMBER
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I have the ability and will serve the public in a fair, honest, and open manner. If I had a judgment of guilt in a criminal proceeding or a civil action against me, I am rehabilitated, or the substance of my former offense is not reasonably related to the occupation or profession for which I am seeking a license.

- Yes No

CHECK THE LICENSE TYPE			FOR OFFICE USE ONLY
<input type="checkbox"/> Residential Builder Qualifying Officer Change	\$10.00	2102-33	
<input type="checkbox"/> Residential M&A Contractor Qualifying Officer Change	\$10.00	2104-33	
MAKE CHECKS PAYABLE TO THE STATE OF MICHIGAN			

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.	
SIGNATURE OF QUALIFYING OFFICER	DATE