



DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING
CONTRACTOR LICENSING SECTION

333 WILLOUGHBY AVENUE, 9TH FLOOR, JUNEAU, AK 99801
P.O. BOX 110806, JUNEAU, AK 99811-0806

If your company assignment begins with A – E contact: (907) 465-8443
If your company assignment begins with F – N contact: (907) 465-8444
If your company assignment begins with O – Z contact: (907) 465-5372
Website: www.commerce.state.ak.us/occ/

RESIDENTIAL CONTRACTOR ENDORSEMENT APPLICATION INFORMATION

PLEASE READ THE INSTRUCTIONS BEFORE YOU COMPLETE THE APPLICATION

A general contractor may not undertake the construction or alteration, or submit a bid to undertake the construction or alteration, of a privately-owned residential structure of one to four units or advertise or publicly represent that the general contractor may undertake work of this type in the state without a residential contractor endorsement. AS 08.18.025, "Alteration," means changes that have a value of greater than 25 percent of the value of the structure being altered.

Our records reflect the organizations listed below as providers of the Alaska craftsman home program or its equivalent training. For further information regarding the training course schedules, contact the providers directly:

Alaska Building Science Network (ABSBN)

P.O. Box 11-1097
Anchorage, AK 99511
Telephone: (800) 563-9927 or (907) 562-9927
Fax: (907) 563-8061
Web Site: <http://www.absn.com>

Alaska Craftsman Home Program, Inc.

P.O. Box 241647
Anchorage, AK 99524
Telephone: (907) 258-2247
Fax: (907) 258-5352
Web Site: <http://www.alaska.net/~achp>

Wisdom & Associates, Inc.

P.O. Box 3413
Kenai, AK 99611
Telephone: (907) 283-0629
Web Site: WisdomAndAssociates.com

RESIDENTIAL ENDORSEMENT REQUIREMENTS

After passing the residential endorsement examination, the following items are required before the residential endorsement can be issued:

1. Residential endorsement application and fee of \$50.00.
2. Proof of completion of the Alaska craftsman home program or its equivalent or, a postsecondary course in arctic engineering, or its equivalent, within two years preceding the date of application. You may contact the Alaska Craftsman Home Program, Inc. at (907) 258-2247 or the Alaska Building Science Network (ABSBN) at (800) 563-9927 or (907) 562-9927, or Wisdom & Associates, Inc. at (907) 283-0629.
3. Payment of the residential endorsement fee of \$200.00.
4. Assignment of the residential endorsement to a general contractor license.

WARNING

Alaska Statute 11.56.210 states that any person who knowingly or intentionally furnishes false or fraudulent information on an application has committed a class A misdemeanor. Any false or misleading information may result in failure to obtain endorsement as a residential contractor or subsequent revocation of that endorsement.

RENEWAL

Renewal of endorsement will coincide with renewal of the general contractor registration on December 31 of even-numbered years.

SOCIAL SECURITY NUMBER

Pursuant to AS 08.01.060, the department is not authorized to issue a license unless the applicant has provided their social security number.

If you are a foreign citizen unable to obtain a United States Social Security Number, please contact the division for further instructions.

Please be aware that your passing test scores are valid for only 12 months. All of the above items will need to be completed before your test scores expire.

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RESIDENTIAL CONTRACTOR ENDORSEMENT APPLICATION

PLEASE READ INSTRUCTIONS ON PREVIOUS PAGE BEFORE COMPLETING THIS APPLICATION FORM.

\$50.00 Nonrefundable Application Fee \$200.00 Endorsement Fee

Name: _____
Last First M.I. SUFF

Social Security Number: _____ Sex: Male Female
(Required by AS 08.01.060)

Date of Birth: _____
(Month/Day/Year)

Mailing Address: _____
Street or P.O. Box Number City State ZIP Code

Daytime Telephone Number: _____

IMPORTANT NOTE:
A residential endorsement must be assigned to a properly licensed general contractor. In order to have your endorsement assigned to a general contractor, you must meet one of the following criteria:

- Sole Proprietor – must be his/her own endorsement holder
- Partnership – one of the partners must be the endorsement holder
- Officer or employee – endorsee must be an officer or employee of the corporation

Date Residential Endorsement Examination was taken and passed: _____

General Contractor Company Name: _____ License No.: _____

Capacity in which you are associated with this company:

Sole Proprietor Partner Officer or employee of corporation

Satisfactory completion of the Alaska craftsman home program or its equivalent within two years before the date of this application is required for endorsement. Indicate below which course(s) you have taken and the date(s) of completion. **Please attach copies of the certificate(s) or make arrangements for the official transcripts from the school attended to be sent directly to this division to verify completion of the course.**

Name of Course

Date of Completion

General Information - (If you answer "yes" to any question, please explain in full on a separate sheet and provide photocopies of any relevant legal documents.)

Within the seven years preceding the date of this application, have you been sentenced for an offense related to (AS 08.18.025(b)(5)):

	Yes	No		Yes	No
Forgery?	<input type="checkbox"/>	<input type="checkbox"/>	Conspiracy to defraud creditors?	<input type="checkbox"/>	<input type="checkbox"/>
Theft in the first or second degree?	<input type="checkbox"/>	<input type="checkbox"/>	A felony involving dishonesty?	<input type="checkbox"/>	<input type="checkbox"/>
Extortion?	<input type="checkbox"/>	<input type="checkbox"/>			

I hereby certify that the information contained on this application is true and complete to the best of my knowledge. I understand that any false or misleading information may result in failure to obtain endorsement or subsequent revocation of my endorsement.

Signature of Applicant

Title

SUBSCRIBED AND SWORN to before me this _____ day of _____, 20_____.

(NOTARY SEAL)

Notary Public

My Commission Expires: _____