



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
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Website: www.commerce.state.ak.us/occ/

SPECIALTY CHANGE CONSTRUCTION CONTRACTOR INFORMATION SHEET

To add, delete, or change specialties listed on a current specialty contractor license, you must submit:

1. A complete, signed, and notarized application that indicates "specialty change" and lists ALL the specialties you want.
2. Return the original contractor registration (license). The license will be amended to show the correct type of contracting activity.
3. The fee is \$25.00.

To change from a specialty contractor to a mechanical contractor registration, you must submit:

1. A completed, signed, and notarized application that checks "specialty change" and instead of listing specialties, checks the "mechanical contractor" category and shows the name and license number of the mechanical administrator.
2. Return the original contractor registration (license). The license will be amended to show the correct type of contracting activity.
3. Return the original mechanical administrator license and a completed change of affiliation form to amend the administrator's file. An amended license will be sent to the administrator which will have the same license number, but will show the correct company of assignment.
4. Total fee of \$30.00 (\$25.00 contractor change fee and \$5.00 administrator change of company affiliation fee.)