



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

**333 WILLOUGHBY AVENUE, 9<sup>TH</sup> FLOOR, JUNEAU, AK 99801**

**P.O. BOX 110806, JUNEAU, AK 99811-0806**

**Phone: (907) 465-2534**

**E-Mail: [license@alaska.gov](mailto:license@alaska.gov)**

**Website: [www.commerce.state.ak.us/occ/pcon.htm](http://www.commerce.state.ak.us/occ/pcon.htm)**

**UPGRADE CONSTRUCTION CONTRACTOR  
INFORMATION SHEET**

To upgrade to general contractor from either a specialty or mechanical contractor registration, you must submit the following:

1. A completed, signed, and notarized application form that indicates "upgrade." Include the name of your electrical administrator, mechanical administrator, or residential endorsement holder, if applicable.
2. An additional cash bond OR a properly executed rider to the surety bond on file that increases the amount from \$5,000.00 to \$10,000.00. ORIGINAL DOCUMENT REQUIRED.
3. Provide a certificate of insurance for general liability insurance and workers' compensation.
4. Since general contractor licenses expire December 31 on even-numbered years and both specialty and mechanical contractor licenses expire August 31 on odd-numbered years, the appropriate fee is as follows:
  - A. Lose time: \$50.00
  - B. Gain one year or more: \$75.00