

Tennessee Board for Licensing Contractors
Mailing Address: 500 James Robertson Pkwy.
Nashville, TN 37243-1150
Telephone: 800-544-7693 or (615) 253-5741
Fax: (615) 532-2868
Website: <http://tn.gov/commerce/regboards/contractors.html> Email: contractor.app@tn.gov



CHANGE IN OFFICERS – CONTRACTOR’S LICENSE

No Fee

Pursuant Rule 0680-1-08, contractors must report any change in officers within 30 days. As long as there has not been a majority change in ownership from a purchase of nonstockholders; merger; or reorganization due to bankruptcy, you may notify the Board in writing or use this form prepared for your convenience. (Note: Changes in ownership, merger or reorganization, requires completion of the “Contractor’s License Application” for a new license to be issued, pursuant T.C.A. § 62-6-111(2). The law and rules may be reviewed from our website.) There is not a fee for reporting changes in officers.

LICENSE INFORMATION:

License ID# 000 _____

License Name: _____

Address: _____

City, State and Zip: _____

(No Change; Yes – New Address)

Telephone: (____) _____ - _____; Fax: (____) _____ - _____

Email: _____

OFFICER INFORMATION:

This is to report the following changes in officers:

1. Name: _____ Title: _____

SS#: _____ (last 4 digits) Ownership: No; Yes - _____ %

2. Name: _____ Title: _____

SS#: _____ (last 4 digits) Ownership: No; Yes - _____ %

3. Name: _____ Title: _____

SS#: _____ (last 4 digits) Ownership: No; Yes - _____ %

4. Name: _____ Title: _____

SS#: _____ (last 4 digits) Ownership: No; Yes - _____ %

A. Represents a majority change of ownership by nonstockholders purchase? No *Yes

(*If yes, this would require a Contractor License Application to be completed for a new license, T.C.A. § 62-6-111(4)(e)(2); would need to contact the office for more information on obtaining another license.)

B. Has any officer been convicted of a felony? No Yes - Attach Explanation

C. Is any officer listed on another contractor’s license? No Yes - License ID#000 _____

Signature of President/CEO

Title

Date