



THE STATE

of **ALASKA**

*Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional Licensing*

Contractor Licensing Section

State Office Building, 333 Willoughby Avenue, 9th Floor

PO Box 110806, Juneau, AK 99811-0806

Email: license@alaska.gov ★ *Fax:* (907) 465-2974

If your company name begins with A-F, contact (907) 465-8444

If your company name begins with G-M, contact (907) 465-5470

If your company name begins with N-Z, contact (907) 465-5372

Website: <http://commerce.alaska.gov/dnn/cbpl/ProfessionalLicensing/ConstructionContractors.aspx>

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 \$35.00.

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 \$40.00 (\$35.00 contractor change fee and \$5.00 administrator change of company affiliation fee.)