



## CONSTRUCTION INDUSTRIES BOARD ("CIB")

2401 NW 23<sup>rd</sup>, Suite 2F  
Oklahoma City, OK 73107

PH: (405) 521-6550 or Toll Free: 1-877-484-4424

Website: [www.cib.ok.gov](http://www.cib.ok.gov)

### APPLICATION INFORMATION

## APPLICATION FOR CONTRACTOR ELECTING TO RENEW AS JOURNEYMAN (Electing Permanent Change of License Category)

### ALL APPLICABLE FEES MUST ACCOMPANY APPLICATION:

**Journeyman Renewal Fee: \$75.00**

**Plus, If Applicable,**

**Journeyman Renewal Late Fee: \$25.00**

(Note: Late fee is applicable if the contractor license has been expired for more than 30 days.)

Make remittance payable to the **Construction Industries Board (CIB)**

- A contractor, whether active or inactive, can elect to renew as a journeyman, **which election will be considered a permanent change of license category**, by filing the "Journeyman Renewal Application *For Contractor Electing to Renew License as a Journeyman License*" with the journeyman renewal fee.
- If a permanent license category change occurs and the individual later wants to change from journeyman back to contractor category, either active or inactive, the individual must retake and pass the contractor license exam and meet all other contractor license requirements in the respective trade Act (59 O.S. § 1001, *et seq.*; 59 O.S. § 1680, *et seq.*; 59 O.S. § 1850.1, *et seq.*) and administrative rules (OAC 158:30, OAC 158:40, OAC 158:50).

Oklahoma Construction Industries Board  
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Oklahoma City, OK 73107  
Telephone: (405) 521-6550

**JOURNEYMAN RENEWAL APPLICATION**  
**For Contractor Electing to Renew License as a Journeyman License**

*Journeyman license renewal fee of \$75.00 plus, if applicable, late fee of \$25.00 must accompany Application.  
Late fee is applicable if Contractor license has been expired for more than thirty (30) days.*

**APPLICATION MUST BE PROPERLY NOTARIZED**

**ELECTRICAL** \_\_\_\_\_ **MECHANICAL** \_\_\_\_\_ **PLUMBING** \_\_\_\_\_  
License/File# License/File# License/File#

Type or print in ink

1. NAME \_\_\_\_\_  
First Middle Last

2. MAILING ADDRESS \_\_\_\_\_  
Street/PO Box Apt. # City State Zip

3. PHYSICAL ADDRESS \_\_\_\_\_  
(If different from mailing) Street Apt. # City State Zip

4. TELEPHONE (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
Residence Business Cell

5. SSN (Required) \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ 6. Birthdate \_\_\_\_/\_\_\_\_/\_\_\_\_

7. EMAIL \_\_\_\_\_

8. EMPLOYER BUSINESS NAME \_\_\_\_\_

2. MAILING ADDRESS \_\_\_\_\_  
Street/PO Box City State Zip

3. PHYSICAL ADDRESS \_\_\_\_\_  
(If different from mailing) Street City State Zip

**CERTIFICATION: I certify under penalty of perjury under the laws of the State of Oklahoma that the foregoing is true and correct. I understand this is an election for a permanent change of license category and should I later want to change from journeyman back to contractor category, either active or inactive, I will be required to retake and pass the contractor license exam and meet all other contractor license requirements.**

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
(Sign before Notary)

**\*\*This Section to be filled out by Notary only\*\***

**NOTARY AFFIDAVIT**

State of \_\_\_\_\_ County of \_\_\_\_\_

Subscribed and sworn to or affirmed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

by \_\_\_\_\_  
[Applicant's Name - Please Print]

Signature of Notary: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

My Commission Number: \_\_\_\_\_

(SEAL)