



ARIZONA REGISTRAR OF CONTRACTORS



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Douglas A. Ducey, Governor

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Line-by-Line New Qualifying Party Application Instructions

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11. Social Security Number

Pursuant to A.R.S. §§ 25-320, 25-518 and 25-519 the ROC must collect social security numbers. Please include a copy of your social security card with the application. The ROC will not use social security numbers in an unauthorized manner.

If ownership is held by a Limited Liability Company, Corporation, or Partnership, write the Tax Identification Number.

12. Residential Address

Write the complete residential address, including city, state and zip code.

If ownership is held by a Limited Liability Company, Corporation, or Partnership, the mailing address may be used in lieu of a residential address.

13. Percent Ownership

Write the percent ownership. The ownership percent for all personnel must total 100%. Publicly traded companies must be noted.

14. Title or Position

Check the box that indicates the title or position of this entity.

15. Have you ever received a citation for contracting without a license?

Check yes or no. If yes, describe where and when in the space provided.

16. Have you been on a contractor's license in any state as a qualifying party, owner, partner, manager, member, officer, director or shareholder?

Check yes or no. If yes, in the space provided write the state(s), the current license status(es), the license number(s), the license name(s), and the license class(es). Use additional pages to indicate all previous licenses.

17. Have any of the licenses listed in question 16 ever been suspended, revoked or otherwise disciplined? If necessary, use additional pages to indicate all previous licenses.

Check yes or no. If yes, in the space provided write the license number(s), the current status of the license(s), and the cause of the discipline(s).

Please note, to avoid delay in the review of this application, all discipline and pending complaints should be resolved prior to submitting the application.

18. Have you ever been convicted of a felony or a misdemeanor, or currently have a felony charge pending?

Check yes or no. If yes, describe when, what the charge or conviction was, and the name of the court in the space provided. (Use additional paper if needed.) If you are currently on a license or were on a license within one year prior to the date of this application, and have previously disclosed a felony and have had no further felony convictions and currently have no pending felony charges provide a written and notarized statement to that effect.

Please provide any additional information about your charges or convictions that you would like the ROC to consider. For example, you may want to submit information showing rehabilitation. Examples of rehabilitation: counseling, gainful employment, passage of time without additional or repeat violations,

