

**APPLICATION FOR EXEMPTION FROM QUALIFYING PARTY REQUIREMENTS  
REGISTRAR OF CONTRACTORS**

**1700 W. Washington St. Suite 105  
PHOENIX, AZ 85007-2812**

**MAIL TO: P.O. BOX 6748 Phoenix, AZ 85005-6748**

**\$25.00 FEE PER LICENSE AS REQUIRED PER A.R.S.§32-1126(C)**

A contractor may request exemption from the qualifying party requirement for a specific license **IF** during the preceding **FIVE YEARS THE FOLLOWING APPLY:**

1. The license has been in effect —no history of inactivation or suspensions— for the last five (5) years.
2. There has **NOT** been a transfer of 50% or more of licensee’s ownership.
3. Not more than five valid, unresolved complaints have been filed.

PLEASE COMPLETE THE FOLLOWING IF YOU MEET THE ABOVE REQUIREMENTS:

Will the qualifying party remain on the license as a partner, corporate officer or limited liability company member?      Yes      No

If the qualifying part remains on the license what capacity will they hold? \_\_\_\_\_

Company Name	License Number	License Classification
_____	_____	_____

**Has your address changed? Download the address change form at: <https://roc.az.gov/sites/default/files/files/Rc-I-302.pdf>**

List the owners and their capacity in the spaces below (i.e.: owner of a sole proprietorship, partners of a partnership, members of a L.L.C. or stockholders of a corporation.)

Name	Ownership Capacity	Percentage of Ownership
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**I CERTIFY THAT I AM AUTHORIZED TO MAKE THIS REQUEST AND I HAVE READ THIS APPLICATION AND THE REQUIREMENTS FOR EXEMPTION FROM A QUALIFYING PARTY HAVE BEEN MET BY THE LICENSEE.**

_____	_____	_____
Signature of Owner, Partner, Member, or Corp. Officer	Title	Date

\*\*\*\*\* **FOR OFFICIAL USE ONLY** \*\*\*\*\*

<b>RECORD CHECK</b>	<b>APPROVED: INITIAL DATE</b>	<b>REJECTED: INITIAL DATE</b>
Licensing	_____	_____
Compliance	_____	
Hearing	_____	

Comments, (required for all rejects), are on enclosed letter.

Approved:	Denied:
_____	_____
Assistant Director of Licensing	Assistant Director of Licensing
Date	Date

This application will be approved or denied within thirty (30) days after receipt. If the application is denied, the licensee has thirty (30) days to request a hearing to reverse the denial.

A contractor exempted by A.R.S. §32-1125 may be required to obtain a new qualifying party for a violation of A.R.S. §32-1154, or if there has been a transfer of 50% or more of the licensee’s ownership.