

# State of Tennessee



## Board for Licensing Contractors

500 James Robertson Pkwy., Nashville, TN 37243-1150  
(615) 741-8307 or 800-544-7693 / Fax (615) 532-2868

Website: <https://www.tn.gov/commerce/regboards/contractors.html> Email: [Contractor.app@tn.gov](mailto:Contractor.app@tn.gov)

### REQUEST FOR CONTRACTOR LICENSE VERIFICATION

**Instructions to Applicant:** Complete the "Applicant Information" section below and forward to the reciprocal State verifying your licensing information for a trade exam waiver. Return to us by including it with your completed contractor's license application in lieu of the "trade" exam score (Tennessee Business and Law exam still required)

CONTRACTOR LICENSE APPLICANT INFORMATION			
<b>License Name:</b>		<b>License ID#</b>	
<b>Address:</b>	<b>City:</b>	<b>State:</b>	<b>Zip Code:</b>
<b>Telephone:</b> (    )    -		<b>Fax#:</b> (    )    -	
<b>Contract Person:</b>		<b>E-Mail:</b>	
<b>Signature:</b>		<b>Date:</b>	
<p>If you are licensed with one of the following state agencies, Tennessee has entered into a trade exam waiver agreement and you may qualify to have the trade exam waived: <b>Alabama</b> – (General, Electrical, Residential, and HVAC); <b>Arkansas</b> (Commercial/Residential) Building only); <b>Georgia</b> (Commercial and Electrical); <b>Louisiana</b>; <b>Mississippi</b>, <b>North Carolina</b> (Residential/Commercial and Electrical); <b>Ohio</b> (Electrical; Plumbing; and HVAC); and <b>South Carolina General</b>. (Note: The Board also accepts the <b>NASCLA National Commercial</b> trade exam). Reciprocation is with the <b>TRADE</b> exam, only.</p>			

### LICENSE VERIFICATION

**Instructions for Verifying State:** The above name applicant has submitted an application for a contractor's license with this Board. Please complete the following and return this form to the applicant.

<b>License Name:</b> _____					
<b>License ID#:</b> _____		<b>Date Issued:</b> _____		<b>Status:</b> ___Active ___*Inactive ___*Expired	
<b>Expiration Date:</b> _____		<b>Disciplinary Action:</b> ___No ___*Yes		*Does not qualify for exam waiver	
<b>License Classification(s):</b>					
Qualifying Agent's Name	Trade Exam <i>Residential, Commercial, Electrical, etc.)</i>	Exam Type <i>(PSI, NAI, Experior, Block, NASCLA, In-House, etc.)</i>	Exam Date	Score	Waiver <i>(Endorsement State; Prior to Exam, Not Required, etc.)</i>

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

State Agency: \_\_\_\_\_

*- State Seal -*

T.C.A. § 12-4-801 - **Bid Preference Law** - A like reciprocal preference is allowed to the lowest responsible bidder to a contractor who is either a resident of this state or is a resident of another state.