UPDATE JANUARY 2009 (through present)

All applications for licensure are reviewed by the DBPR staff for the CILB. A majority of the applications are accepted and sent before the CILB with a recommendation to approve. Some applications are sent back to the applicant for corrections or additional information. These are called deficiency requests. These deficiencies are usually small clerical omissions by the applicant or issues needing clarification. These are resolved quickly and subsequently approved. There are a smaller number of applications that are reviewed by the DBPR staff and then sent to the CILB with a recommendation that the applicant personally appear before the CILB / Application Review Committee to be interviewed and questioned. Typical reasons for these requests are experience clarification or past criminal incident which needs clarification. It is the Application Review Committee of the CILB that interprets the Board Rules as to licensure requirements and reviews the applicants and applications that are put before it. At this meeting the CILB will determine whether the applicant is approved or denied.

Recently the CILB and the Application Review Committee have begun to take a narrower and more restrictive view on what constitutes “active” and “proven” experience. In the past key words such as “formwork” or “column erection” listed on the application to show active experience would be enough to pass the review. This is no longer the case. It is up to you to read the Statutes & Rules cited below, decide which descriptions best describe your experience and list it on your application. The use of key words on the application is OK but you must also use your own descriptions and back it up with specific job names, dates and more detailed descriptions rather that a single key word. i.e.: instead of elevated slabs you might say “supervised cantilever patio deck construction including reinforcing steel, form work and shoring”.

As a final note: always keep a copy of your application for your reference in case you are called before the Board and if so, bring that copy with you. Also, anything you mail to the DBPR should be sent certified mail return receipt requested.

**For General, Building & Residential Contractors**

**Applicant Mandatory Experience to be listed on the application**

**IMPORTANT:** Applicants for General or Building Contractor categories; Besides reading F.S. 489.105 for the definition of your license’s scope of work, read carefully Board Rule 61G4-15.001 (2)(a) & (2)(b) for the four out of seven categories you must show active & proven experience in. Note that at least one year of the structural experience must be in buildings 4 stories or more in height. Building Contractors must have at least one year of structural experience in 3 story or commercial buildings. **Use these descriptions when providing your work experience & be sure to back it up with project names, locations and dates.**

Applicants for the Residential Contractor category, read carefully Board Rule 61G4-15.001(3)(a-f) for the four out of seven categories you must show active & proven experience in. **Use these descriptions when providing your work experience & be sure to back it up with project names, locations and dates.**

**For Roofing, A/C & Specialty Contractors**

**Applicant Mandatory Experience to be listed on the application**

See below
Applicant Mandatory Experience to be listed on the application

**IMPORTANT:** See FS. 489.105 for the detailed descriptions of license definitions

Use these descriptions when providing your work experience & back it up with project names, locations and dates worked there

**Roofing Contractors:**
Experience must be in the installation, maintenance and alteration of all kinds of roofing/waterproofing including, but not limited to, roll roofing, single-ply, built-up roofing, metal roofing, shingles, shakes, tile, modified bitumen, cold process, caulking, sealants and foam. Commercial & Residential experience.

**Mechanical Contractor:**
Experience must be in air conditioning, refrigeration, heating, boilers, unfired pressure vessel systems, installation of gas, air, vacuum, oxygen, nitrous oxide, ink, and chemical line piping and installation of gasoline tanks, pneumatic control piping, condensate piping and piping for lift stations.

**Class “A” Air Conditioning Contractor:**
At least one year experience in the installation, maintenance and repair of systems in excess of 25 tons cooling and 500,000 BTU heating capacity. Remaining experience must be in the installation, maintenance, repair and/or servicing of air conditioning, heating and refrigeration equipment.

**Class “B” Air Conditioning Contractor:**
At least one year of experience in the installation, maintenance and repair of heating and cooling systems. Remaining experience must be in the installation, maintenance, repair and/or servicing of air conditioning, heating and refrigeration equipment.

**Commercial Pool Contractor:**
Experience must be in the construction, repair, water treatment and servicing of swimming pools. At least one year of your experience must be in the construction of Public/Commercial pools.

**Residential Pool Contractor:**
Experience must be in the construction, repair, water treatment and servicing of commercial/residential pools.

**Pool Servicing Contractor:**
Experience must be in the servicing, repair, water treatment and maintenance of commercial and or residential swimming pool hot tub or spa, public or private.

**Plumbing Contractor:**
Experience must be in the installation, maintenance, extension and alteration of all plumbing fixtures and appurtenances in connection with sanitary drainage, venting, public or private water supplies, storm and sanitary sewer lines, water and sewer plants and substation, septic tanks, nitrous oxide piping, fuel oil, gasoline piping, tank and pump installation.

**Underground Utility and Excavation Contractor:**
Experience must be in the construction, installation and repair on public or private property of main sanitary sewer collection systems, main water distribution systems and storm sewer collection systems.

**Solar Contractor:**
Experience must be in the sizing, installation, repair, maintenance and alteration of domestic portable water heating systems including solar heating panels including solar heating panels, solar pool heaters for swimming pools and/or photovoltaic systems.

**Pollutant Storage Systems Contractor:**
Experience must be in the installation, removal, maintenance, extension and alteration of underground fuel oil, chemical and gasoline pollutant storage tanks and appurtenances, piping and pump installation.

Source: DBPR/CILB 007 – Rev 01/00
**Drywall Contractor:**
Experience must be in the installation, maintenance and alteration of all kinds of light steel framing, gypsum board installation and finishing.

**Sheet Metal Contractor:**
Experience in the manufacture, assembly, erection, installation, dismantling, adjustment, alteration and servicing of ferrous or non-ferrous metal work of U.S. No. 10 gauge it’s equivalent or lighter gauge, and of air handling systems including balancing.

**Gas Line Specialty Contractor:**
Experience must be in the installation, modification, alteration, testing, repair and maintenance of natural gas transmission systems with all appurtenances within rights-of-way, easements, or terminating at the meter.

**Specialty Structure Contractor:**
A minimum of one year **structurally related** experience in residential and/or commercial construction using aluminum and allied products, to include fabrication, assembling, handling, erection, installation, dismantling, adjustment, alteration, repair, servicing and design work.

**Specialty Contractor (general):**
A “specialty contractor” means a contractor whose scope of work and responsibility is limited to a particular phase of construction and whose scope is limited to a subset of the activities described in F.S. 480.105. Specialty contractors include: Specialty Structure contractors, Gypsum Drywall Contractors, Glass and Glazing Contractors and Gas Line Specialty Contractor. Experience should list handling, transporting, installing, altering, maintaining and repairing of the materials defined within the scope of work and responsibility.

Source: DBPR/CILB 007 – Rev 01/00