



IMPORTANT NOTICE

Effective January 1, 2004, for persons engaged in the construction industry, only officers of a corporation who own at least 10% of the stock of the corporation will be eligible for an exemption. If you currently hold an exemption as a sole proprietor or a partner of a partnership engaged in the construction industry, your exemption will not be valid on or after **January 1, 2004**. If you wish to continue to be exempt after January 1, 2004, you must complete and return the “RE-ISSUANCE OF NOTICE OF ELECTION TO BE EXEMPT” form to the Division of Workers Compensation. In order to complete the Re-Issuance of Notice of Election to be Exempt form (this may be found at Workers’ Compensation Information Online at <http://www.fldfs.com/WC/>), there are some actions that must be taken. Specifically, your business must become a corporation, registered with the Division of Corporations, Department of State and you must be listed as an officer of such corporation. You also must provide a stock certificate issued by the corporation evidencing you are the owner of at least 10% of the stock in the corporation.

If you are a specialty contractor licensed under Chapter 75-489, Laws of Florida, as amended, operating as a sole proprietor, and you incorporate your business, you must apply for a change of status with the [Pinellas County Construction Licensing Board](#) to reflect the appropriate corporate name on your contractor’s license. It is a violation of Section 489.129, Florida Statutes and Section 23(1)(f), Chapter 75-489, Laws of Florida, as amended, to perform contracting in a name that does not appear on your license. The change of status application fee is \$100.00. Change of status license applications and instructions may be found on the Internet at www.pcclb.com. You may also contact the PCCLB at 727-536-4720 for assistance.

FOR CONTRACTORS CERTIFIED OR REGISTERED UNDER CHAPTER 489, FLORIDA STATUTES, PLEASE REFER TO THE FOLLOWING NOTICE:

If you are a contractor licensed under Chapter 489, Florida Statutes, operating as a sole proprietor, and you incorporate your business, you must apply for a change of status with the Construction Industry Licensing Board to reflect the appropriate corporate name on your contractor’s license. It is a violation of Section 489.129, Florida statutes, to perform contracting in a name that does not appear on your license. If you are operating as a corporation, you must also apply for a qualified business license (also known as a certificate of authority). This requirement is contained in Section 489.119 (2), Florida Statutes. The change of status application fee is \$50.00. The qualified business license application fee is \$59. Change of status and qualified business license applications and instructions may be found on the Internet at www.MyFlorida.com/dbpr > Professions and Professional Boards > Professions Form Center. You may also contact the department at 850-487-1395 for assistance.

IF YOU FAIL TO FOLLOW THE PROVISIONS ADDRESSED ABOVE, YOU ARE VIOLATING FLORIDA LAW AND YOU COULD BE SUBJECT POSSIBLE DISCIPLINARY ACTION.