

TITLE 4. PROFESSIONS AND OCCUPATIONS**CHAPTER 9. REGISTRAR OF CONTRACTORS**

(Authority: A.R.S. § 32-1101 et seq.)

ARTICLE 1. GENERAL PROVISIONS

July 1, 2014 (Supp. 14-1).

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ARTICLE 1. GENERAL PROVISIONS**R4-9-101. Definitions**

- A.** Appurtenances means all structures and improvements subordinate to a residence within residential property lines, excluding the residential structure itself, such as driveways, fences, patios, swimming pools, landscaping, sport courts, and gazebos.
- B.** Licensee means a business entity (sole proprietor, partnership, limited liability company or corporation) to which a license is issued and not the individuals comprising the ownership or management of the licensee, except for a sole proprietor. The license is held by the licensee and not the qualifying party.

Historical Note

Former Rule I. Former Section R4-9-01 repealed, new Section R4-9-01 adopted effective February 23, 1976 (Supp. 76-1). Amended effective November 21, 1979 (Supp. 79-6). Amended effective April 18, 1984 (Supp. 84-2). Former Section R4-9-01 amended effective July 9, 1987, and renumbered as Section R4-9-101 (Supp. 87-3). Amended effective January 20, 1998 (Supp. 98-1). Amended by final rulemaking at 20 A.A.R. 568, effective

R4-9-102. Commercial Contractor License Classifications and Scopes of Work

- A.** Commercial contractor license classifications. License classifications for commercial contractors are as follows:

ENGINEERING CONTRACTING

A	General Engineering
A-4	Drilling
A-5	Excavating, Grading and Oil Surfacing
A-7	Piers and Foundations
A-9	Swimming Pools
A-11	Steel and Aluminum Erection
A-12	Sewers, Drains and Pipe Laying
A-14	Asphalt Paving
A-15	Seal Coating
A-16	Waterworks
A-17	Electrical and Transmission Lines
A-19	Swimming Pools, Including Solar

GENERAL COMMERCIAL CONTRACTING

B-1	General Commercial Contractor
B-2	General Small Commercial Contractor

SPECIALTY COMMERCIAL CONTRACTING

C-4	Boilers, Steamfitting and Process Piping
C-6	Swimming Pool Service and Repair
C-9	Concrete
C-11	Electrical
C-16	Fire Protection Systems
C-27	Lightweight Partitions
C-37	Plumbing
C-39	Air Conditioning and Refrigeration
C-49	Refrigeration
C-53	Water Well Drilling
C-58	Comfort Heating, Ventilating, Evaporative Cooling
C-74	Boilers, Steamfitting and Process Piping, Including Solar
C-77	Plumbing Including Solar
C-78	Solar Plumbing Liquid Systems Only
C-79	Air Conditioning and Refrigeration, Including Solar

- B.** Commercial contracting scopes. The scope of work which may be done under the commercial contracting license classifications is as follows:

A- GENERAL ENGINEERING

This classification allows the licensee to construct or repair:

1. Fixed works
2. Streets
3. Roads
4. Power and utility plants
5. Dams
6. Hydroelectric plants
7. Sewage and waste disposal plants
8. Bridges
9. Tunnels
10. Overpasses
11. Public parks

Also included are the scopes of work allowed by the A-4 through A-19 and CR-2 through CR-80 classifications.

This classification does not include work authorized by the B-1, B-2, B-, or B-3 scopes.

A-4 DRILLING
 Drilling includes horizontal and vertical drilling or boring, constructing, deepening, repairing, or abandoning wells; exploring for water, gas, and oil; and constructing dry wells, and monitor wells. Also included is the erection of rigs, derricks and related substructures, and installation, service and repair of pumps and pumping equipment.

A-5 EXCAVATING, GRADING AND OIL SURFACING
 This classification allows the licensee to apply oil surfacing or other similar products; place shoring, casing, geotextiles or liners; and perform incidental blasting or drilling as required for the licensee to move, alter, or repair earthen materials by:

1. Digging
2. Trenching
3. Grading
4. Horizontal boring
5. Compacting
6. Filling

This license does not allow the licensee to excavate for water, gas or oil wells.

A-7 PIERS AND FOUNDATIONS
 Installation of piers and foundations using concrete, rebar, post tension and other materials common to the industry. Includes pile driving, excavation, forming and other techniques and equipment common to the industry.

A-9 SWIMMING POOLS
 Construction, service, and repair of swimming pools and spas, including water and gas service lines from point of service to pool equipment, wiring from pool equipment to first readily accessible disconnect, pool piping, fittings, backflow prevention devices, waste lines, and other integral parts of a swimming pool or spa.
 Also included is the installation of swimming pool accessories, covers, safety devices, and fencing for protective purposes, if in the original contract.

A-11 STEEL AND ALUMINUM ERECTION
 Field fabrication, erection, repair, and alteration of architectural and structural steel and aluminum materials common to the industry, including field layout, cutting, assembly, and erection by welding, bolting, wire tying or riveting.

A-12 SEWERS, DRAINS AND PIPE LAYING
 Installation and repair of any project involving sewer access holes, the laying of pipe for storm drains, water and gas lines, irrigation, and sewers. Includes connecting sewer collector lines to building drains and the installation of septic tanks, leach lines, dry wells, all necessary connections, liners and related excavating and backfilling.

A-14 ASPHALT PAVING
 Installation of asphalt paving, and all related fine grading on streets, highways, driveways, parking lots, tennis courts, running tracks, play areas, and gas station driveways and areas, using materials and accessories common to the industry. Includes the

necessary excavation and grading only for height adjustment of existing sewer access holes, storm drains, water valves, sewer cleanouts, and drain gates. Also included is the scope of work allowed by the A-15 Seal Coating Classification.

A-15 SEAL COATING
 Application of seal coating to asphalt paving surfaces. Includes repair of surface cracks and application of painted marking symbols.

A-16 WATERWORKS
 All work necessary for the production and distribution of water including drilling well, setting casing and pump, related electrical work, related concrete work, excavation, piping for storage and distribution, storage tanks, related fencing, purification and chlorination equipment.

A-17 ELECTRICAL AND TRANSMISSION LINES
 Installation, alteration, and repair of transmission lines on public right-of-ways, including erection of poles, guying systems, tower line erection, street lighting of all voltages, and all underground systems including ducts for signal, communication, and similar installations. Installing transformers, circuit breakers, capacitors, primary metering devices and other related equipment of all electrical construction is included.
 All electrical systems of less than 600 volts on or inside a building are excluded.

A-19 SWIMMING POOLS, INCLUDING SOLAR
 Construction, service, and repair of swimming pools and spas, with or without solar water heating devices, including water and gas service lines from point of service to pool equipment, wiring from pool equipment to first readily accessible disconnect, pool piping, fittings, backflow prevention devices, waste lines and other integral parts of a swimming pool, spa and attached solar water heating device.
 Also included are swimming pool accessories, covers, safety devices, and fencing for protective purposes, if in the original contract.

B-1 GENERAL COMMERCIAL CONTRACTOR
 Construction, alteration, and repair in connection with any structure built, being built, or to be built for the support, shelter, and enclosure of persons, animals, chattels, or movable property of any kind. This scope includes the supervision of all or any part of the above and includes the management, or direct or indirect supervision of any work performed.

Also included are the scopes of work allowed by the CR-2 through CR-80 license classifications. Work related to electrical, plumbing, air conditioning systems, boilers, swimming pools, spas and water wells must be subcontracted to an appropriately licensed contractor. This classification does not include work authorized by the A-, B-, or B-3 scopes.

B-2 GENERAL SMALL COMMERCIAL CONTRACTOR
 Small commercial construction in connection with any new structure or addition built, being built, or to be built for the support, shelter and enclosure of persons, animals, chattels or movable property of any kind for which the total amount paid to the licensee

- does not exceed \$750,000. This scope includes the supervision of all or any part of the above and includes the management or direct or indirect supervision of any work performed.
- Also included are the scopes of work allowed by the CR-2 through CR-80 license classifications. Work related to electrical, plumbing, air conditioning systems, boilers, swimming pools, spas and water wells must be subcontracted to an appropriately licensed contractor. This classification does not include work authorized by the A-, B-, or B-3 scopes.
- C-4 BOILERS, STEAMFITTING AND PROCESS PIPING**
- Installation, alteration, and repair of steam and hot water systems and boilers, including chimney connections, flues, refractories, burners, piping, fittings, valves, thermal insulation, and accessories; fuel and water lines from source of supply to boilers; process and specialty piping and related equipment; pneumatic and electrical controls.
- If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel.
- C-6 SWIMMING POOL SERVICE AND REPAIR**
- Service, replacement, and repair of swimming pools including all existing connections and equipment. Pool gas heaters and gas piping from meter to heater may be installed only if the existing line and gas supply are adequate.
- Application of pool coatings to interior of pool in conjunction with minor repairs to pool tile, plaster, and decks.
- Excluded are chlorine gas connections, connections to potable water, and electric connections beyond first readily accessible disconnect. This classification excludes a complete replacement of plaster or pebble pool interiors and decks.
- C-9 CONCRETE**
- All work in connection with the processing, proportioning, batching, mixing, conveying, and placing of concrete composed of materials common to the concrete industry, including finishing, coloring, curing, repairing, testing, drilling, sawing, grinding, chipping, and grouting. Placing film barriers, sealing, and waterproofing are included.
- Construction, centering, and assembling forms, molds, insulating concrete forms, slipforms, and pans.
- Trenching, excavating, backfilling, and grading in connection with concrete construction.
- Installation of embedded items essential to or comprising an integral part of the concrete or concrete construction, including reinforcing elements and accessories.
- C-11 ELECTRICAL**
- Installation, alteration, and repair of any wiring, related electrical material and equipment used in the generating, transmitting, or utilization of electrical energy less than 600 volts, including all overhead electrical wiring on public right-of-ways for signs and street decorations, and all underground electrical distribution systems of less than 600 volts serving private properties.
- Installation, alteration, and repair on other than public right-of-ways of all outside, overhead, and underground electrical construction and all wiring in or on any building of less than 600 volts.
- C-16 FIRE PROTECTION SYSTEMS**
- Installation, alteration, and repair of fire protection systems using water, steam, gas, or chemicals. Included is any required excavation, trenching, backfilling and grading, piping from structure, and connections to off-premise water supply adjacent to property involving a fire protection system.
- Systems may include the following areas of work and related equipment: restaurant hood protection systems; fire pumps and drivers; pressure and storage tanks; all piping and valves; sprinkler heads and nozzles; and application of materials for the prevention of corrosion or freezing.
- Also included are air compressors, air receivers, bottled inert gases, pressurized chemicals, manifolds, pneumatic, hydraulic, or electrical controls, low voltage signaling systems, control piping, and the flushing and testing of systems.
- C-27 LIGHTWEIGHT PARTITIONS**
- Installation of lightweight (not to exceed 14 gauge) metal wall partitions, including suspended metal ceiling grid systems, as supporting members for the application of building materials such as: application and repair of gypsum plaster, cement, acoustical plaster, or a combination of materials and aggregates, that create a permanent coating; the application of such materials over any surface which offers either a mechanical or suction type bond, sprayed, dashed, or troweled to the surface; surface sand-blasting preparatory to plastering or stucco; installation of plastering accessories and lath products manufactured to provide a key or suction type bond for the support of various type plaster coatings; and installation and repair of gypsum wall board, pointing, accessories, taping, and texturing on structures both interior and exterior.
- Upon the effective date of these rules, no new applications for the C-27 classification will be accepted and no new C-27 licenses will be issued.
- C-37 PLUMBING**
- Installation, alteration, and repair of all plumbing when performed solely within property lines and not on public easements or right-of-ways, except as hereinafter provided.
- Installation, alteration, and repair of all piping, fixtures, and appliances related to water supply, including pressure vessels and tanks (excluding municipal or related water supply systems); venting and sanitary drainage systems for all fluid, semifluid, and organic wastes; septic tanks and leaching lines; roof leaders; lawn sprinklers; water conditioning equipment; piping; and equipment for swimming pools.
- Also included are piping, fixtures, appliances, and pressure vessels for manufactured and natural gases, compressed air and vacuum systems, petroleum, fuel oil, nonpotable liquids, hot water heating, and hot water supply systems operating at pressures not

- exceeding 30 PSIG, or temperatures not exceeding 220° F; steam heating and steam supply systems not exceeding 15 PSIG operating pressure; gas or oil fired space heaters and furnaces, excluding duct work. Piping for water cooling systems, excluding the refrigerant piping and equipment. Testing and balancing of hydronics systems.
- Sewer, gas, water lines, and connections from structure to the nearest point of public supply or disposal may cross public or private easements or be installed within private easements or right-of-ways. Pipe installed across public property may not be increased in size, or make any other connection between the point of exit from private property to the point of connection at public supply or disposal. These lines shall not be installed parallel to main lines in public easements or right-of-ways.
- C-39 AIR CONDITIONING AND REFRIGERATION**
Installation, alteration, and repair of refrigeration and evaporative cooling systems.
Installation, alteration, and repair of heating systems of “wet”, “dry” or radiant type. “Wet” systems include steam or hot water boilers and coils, or base-board convectors, and are limited to 30 PSIG operating pressure of 220° F for hot water and 15 PSIG operating pressure for steam. Dry systems include gas fired furnaces and space heaters.
Installation, alteration, and repair of ventilation systems includes duct work, air filtering devices, water treatment devices, pneumatic or electrical controls, and control piping. Thermal and acoustical insulation of refrigerant pipes and ductwork, vibration isolation materials and devices, liquid fuel piping and tanks, water and gas piping from service connection to the equipment it serves. Testing and balancing of refrigerant, cooling, heating circuits, and air handling systems.
If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel.
- C-49 REFRIGERATION**
Installation, alteration, and repair of refrigeration equipment and systems used for processing, storage, and display of food products and other perishable commodities.
Includes commercial, industrial, and manufacturing processes requiring refrigeration excluding comfort air conditioning.
Systems may also include the following areas of work and related equipment: temperature, safety and capacity controls, thermal insulation, vibration isolation materials and devices; water treatment devices; construction and installation of walk-in refrigeration boxes, liquid fuel piping and tanks, water and gas piping from equipment to service connection; and testing and balancing of refrigeration equipment and systems.
If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel.
- C-53 WATER WELL DRILLING**
Drill new water wells or deepen existing water wells by use of standard practices including the use of cable tools, compressed air percussion, rotary, air rotary, or reverse circulation rotary methods. Includes installing casing, gravel pack, perforating and sanitary seals. Repair existing wells by sand pumping, jetting, acidizing, swabbing, clean out, re-perforating, swaging, installation of annealed lines, and the removal of debris.
Includes photographing interior of wells with appropriate equipment. Installation of jet and submersible pumps; electrical pump controls and wiring from pump equipment to first readily accessible disconnect; and water line to storage or pressure tank, not to exceed 50 linear feet. Use of a test pump to develop a new well, or repair an existing well, when provided in contract, is limited to 5 horsepower.
Installation of concrete pump bases not to exceed 50 square feet.
Installation of protective fencing when included in original contract.
- C-58 COMFORT HEATING, VENTILATING, EVAPORATIVE COOLING**
Installation, alteration, and repair of warm air heating systems, gas fired furnaces and space heaters, ventilation and evaporative cooling units, or any combination of these.
Systems may include the following areas of work and related equipment; duct work, air filtering devices, pneumatic or electrical controls, control piping, thermal and acoustical insulation, vibration isolation materials and devices, liquid fuel piping and tanks, water and gas piping from service connection to equipment it serves. Testing and balancing of air handling systems.
If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel.
- C-74 BOILERS, STEAMFITTING AND PROCESS PIPING, INCLUDING SOLAR**
Installation, alteration, and repair of steam and hot water systems and boilers including solar. Also included are chimney connections, flues, refractories, burners, piping, fittings, valves, thermal insulation and accessories; fuel and water lines from source of supply to boilers; process and specialty piping and related equipment; pneumatic and electrical controls.
If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel.
- C-77 PLUMBING INCLUDING SOLAR**
Installation, alteration, and repair of all plumbing including solar, when performed solely within property lines and not on public easements or right-of-ways except as hereinafter provided.
Installation, alteration, and repair of all piping, fixtures and appliances related to water supply, including pressure vessels and tanks (excluding municipal or related water supply systems); venting and sanitary drainage systems for all fluid, semifluid, and organic wastes; septic tanks and leaching lines; roof

leaders; lawn sprinkler systems; water conditioning equipment; piping and equipment for swimming pools.

Also included are piping, fixtures, appliances, and pressure vessels for manufactured and natural gases, compressed air and vacuum systems, petroleum, fuel oil, nonpotable liquids, hot water heating and hot water supply systems operating at pressures not exceeding 30 PSIG or temperatures not exceeding 220° F; steam heating and steam supply systems not exceeding 15 PSIG operating pressure; gas or oil fired space heaters and furnaces excluding duct work. Piping for water cooling systems, excluding the refrigerant piping and equipment. Testing and balancing of hydronics systems.

Sewer, gas, water lines, and connections from structure to the nearest point of public supply or disposal may cross public or private easements or be installed within private easements. Pipe installed across public property may not be increased in size or make any other connection between the point of exit from private property to point of connection at public supply or disposal. These lines shall not be installed parallel to main lines in public easements or right-of-ways.

C-78 SOLAR PLUMBING LIQUID SYSTEMS ONLY

Installation, alteration, and repair of solar water heating systems operating at temperatures not exceeding 220° F, including thermosyphon, direct (open loop), and indirect (closed loop), but excludes air as a transfer medium.

Includes installation of collectors, storage and expansion tanks, heat exchangers, piping valves, pumps, sensors and low voltage controls which connect to existing plumbing and electrical stubouts at the water tank location.

Installation of solar water heating systems for swimming pools which tie into and operate from the conventional pool systems, but excludes all non-solar plumbing, electrical and mechanical systems and components.

Installation of backup and auxiliary heating systems only when such systems are included in the original contract and when such systems are an integral part of the solar collector or storage equipment.

C-79 AIR CONDITIONING AND REFRIGERATION INCLUDING SOLAR

Installation, alteration, and repair of refrigeration and evaporative cooling systems, including solar.

Installation, alteration, and repair of heating systems of "wet", "dry" or radiant type. "Wet" systems include steam, or hot water boilers and coils, or baseboard convectors and are limited to 30 PSIG operating pressure of 220° F for hot water and 15 PSIG operating pressure for steam. Dry systems include gas fired furnaces and space heaters.

Installation, alteration, and repair of ventilation systems.

Installation of these systems include duct work, air filtering devices, water treatment devices, pneumatic or electrical controls, and control piping. Thermal and acoustical insulation, vibration isolation materials and devices, liquid fuel piping and tanks, and

water and gas piping from service connection to equipment it serves. Testing and balancing of refrigerant, cooling and heating circuits, and air handling systems.

If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel.

Historical Note

Former Rule 2. Amended effective May 20, 1975, Amended effective June 13, 1975, Amended effective August 8, 1975, Amended effective August 25, 1975 (Supp. 75-1). Amended effective January 9, 1976, subsection (B) of this Section R4-9-02 renumbered as Section R4-9-03 effective February 23, 1976 (Supp. 76-1). Amended effective October 14, 1977 (Supp. 77-5). Amended effective September 13, 1978 (Supp. 78-5). Amended by adding A-20 effective July 10, 1980; adding A-21 effective July 11, 1980; adding C-77 and C-78 effective July 28, 1980; adding C-74 and C-79 effective August 15, 1980; adding C-75 and C-80 effective August 19, 1980 (Supp. 80-4). Amended by adding A-19 effective September 5, 1980 (Supp. 80-5). Repealed effective April 18, 1984 (Supp. 84-2). New Section R4-9-02 adopted effective July 9, 1987, and renumbered as Section R4-9-102 (Supp. 87-3). Amended effective January 20, 1998 (Supp. 98-1). Amended by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-103. Residential Contractor License Classifications and Scopes of Work

A. Residential contracting license classifications. License classifications for residential contractors are as follows:

GENERAL RESIDENTIAL CONTRACTING

- B- General Residential Contractor
- B-3 General Remodeling and Repair Contractor
- B-4 General Residential Engineering Contractor
 - B-4R Corrosion Control
 - B-4R Sport Court Accessories
 - B-4R Soil Stabilization
- B-5 General Swimming Pool Contractor
 - B-5R Swimming Pool Covers
 - B-5R Fiberglassing of Swimming Pools
 - B-5R Reservoir Linings and Covers
 - B-5R Factory Fabricated Pools and Accessories
- B-6 General Swimming Pool Contractor, Including Solar
- B-10 Pre-Manufactured Spas and Hot Tubs

SPECIALTY RESIDENTIAL CONTRACTING

- R-2 Excavating, Grading and Oil Surfacing
- R-4 Boilers, Including Solar
 - R-4R Boilers
- R-6 Swimming Pool Service and Repair
- R-9 Concrete
- R-11 Electrical
- R-13 Asphalt Paving
- R-16 Fire Protection
- R-17 Structural Steel and Aluminum
- R-22 House Moving
- R-37 Plumbing, Including Solar

<p>R-37R Plumbing</p> <p>R-37R Built-In Central Vacuum Systems</p> <p>R-37R Kitchen and Bathroom Fixture Refinishing</p> <p>R-37R Swimming Pool Plumbing and Equipment</p> <p>R-37R Gas Piping</p> <p>R-37R Sewers, Drains and Pipe Laying</p> <p>R-37R Solar Plumbing Liquid Systems Only</p> <p>R-39 Air Conditioning and Refrigeration, Including Solar</p> <p>R-39R Air Conditioning and Refrigeration</p> <p>R-39R Gas Refrigeration</p> <p>R-39R Temperature Control Systems</p> <p>R-39R Warm Air Heating, Evaporative Cooling and Ventilating</p> <p>R-39R Evaporative Cooling and Ventilators</p> <p>R-39R Pre-Coolers</p> <p>R-53 Drilling</p> <p>R-62 Minor Home Improvements</p>	<p>B-6 GENERAL SWIMMING POOL CONTRACTOR, INCLUDING SOLAR</p> <p>B-10 PREMANUFACTURED SPAS AND HOT TUBS</p> <p>R-2 EXCAVATING, GRADING AND OILSURFACING</p> <p>R-4 BOILERS, INCLUDING SOLAR</p> <p>R-6 SWIMMING POOL SERVICE AND REPAIR</p> <p>R-9 CONCRETE</p> <p>R-11 ELECTRICAL</p> <p>R-13 ASPHALT PAVING</p>	<p>Construction and repair of swimming pools and spas. Installation of code-required pool barriers around the swimming pool or spa and installation of utilities from the point of service to the pool equipment. Construction of other structures or appurtenances is excluded. This scope includes all B-5R subclassifications.</p> <p>B-5R Swimming Pool Covers</p> <p>B-5R Fiberglassing of Swimming Pools</p> <p>B-5R Reservoir Linings & Covers</p> <p>B-5R Factory Fabricated Pools & Accessories</p> <p>Upon the effective date of these rules, no new applications for the B-5R classifications will be accepted and no new B-5R licenses will be issued.</p> <p>The scope of work allowed in this classification is the same as B-5 (including all B-5R subclassifications) with the inclusion of solar heating devices.</p> <p>Construction and repair of spas and hot tubs. Installation of code-required pool barriers around the spa or hot tub and installation of utilities from the point of service to the spa equipment are included.</p> <p>This classification allows the licensee to apply oil surfacing or other similar products and place shoring, casing, geotextiles or liners as required for the licensee to move, alter, or repair earthen materials by:</p> <ol style="list-style-type: none"> 1. Digging 2. Trenching 3. Grading 4. Horizontal boring 5. Compacting 6. Filling <p>Installation and repair of steam and hot water boilers.</p> <p>If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel. This scope includes the C-4R subclassification.</p> <p>R-4R Boilers</p> <p>Service and minor repair of residential pools and accessories, excluding plumbing connections to a potable water system, gas lines, gas chlorine systems, and electrical work beyond the first disconnect. This classification does not include a complete replacement of plaster or pebble pool interiors and decks.</p> <p>Installation and repair of concrete, concrete products, and accessories common to the industry.</p> <p>Installation and repair of electrical systems.</p> <p>Installation and repair of paved areas using materials and methods common to the industry, including</p>
<p>B. RESIDENTIAL CONTRACTING SCOPES. The “R” designation after the license classification means that the licensee’s scope of work is restricted to the description stated in the license title. The scope of work which may be done under the residential contracting license classifications is as follows:</p>		
<p>B- GENERAL RESIDENTIAL CONTRACTOR Construction of all or any part of a residential structure or appurtenance. Also included are the scopes of work allowed by the B-3 and CR-2 through CR-80 license classifications. Work related to electrical, plumbing, air conditioning systems, boilers, swimming pools, spas and water wells must be subcontracted to an appropriately licensed contractor. This classification does not include work authorized by the A-, B-1, or B-2 scopes.</p>		
<p>B-3 GENERAL REMODELING AND REPAIR CONTRACTOR Remodeling or repair of an existing residential structure or appurtenance except for electrical, plumbing, mechanical, boilers, swimming pools, spas and water wells, which must be subcontracted to an appropriately licensed contractor. The scope of work allowed under the CR-7 carpentry classification is included within this scope. This classification does not include work authorized by the A-, B-1, or B-2 scopes.</p>		
<p>B-4 GENERAL RESIDENTIAL ENGINEERING CONTRACTOR Construction and repair of appurtenances to residential structures. Work related to electrical, plumbing, air conditioning systems, boilers, and water wells must be subcontracted to an appropriately licensed contractor. This scope includes the CR-21, B-5, and all B-4R subclassifications.</p> <p>B-4R Corrosion Control</p> <p>B-4R Sport Court Accessories</p> <p>B-4R Soil Stabilization</p> <p>Upon the effective date of these rules, no new applications for the B-4R license classifications will be accepted and no new B-4R licenses will be issued.</p>		
<p>B-5 GENERAL SWIMMING POOL CONTRACTOR</p>		

- asphalt curbs, concrete bumper curbs, headers, and striping.
- R-16 **FIRE PROTECTION SYSTEMS**
Installation and repair of approved types of fire prevention and fire protection systems including all mechanical apparatus, devices, piping, low voltage signaling systems, and equipment common to the fire protection industry. Installation of all other electrical devices, apparatus, and wiring must be subcontracted to a properly licensed contractor.
- R-17 **STRUCTURAL STEEL AND ALUMINUM**
Installation and repair of architectural and structural shapes and members common to the industry, including reinforcing steel which may be used as structural members for buildings, equipment, and structures.
- R-22 **HOUSE MOVING**
Disconnection of utilities is permitted, but connection of utilities and construction of foundations are not.
- R-37 **PLUMBING, INCLUDING SOLAR**
Installation and repair of water and gas piping systems, fire protection systems, and sewage treatment systems. Included are all fixtures, vents, and devices common to the industry, as well as solar applications. This scope includes all C-37R subclassifications.
 - R-37R Plumbing
 - R-37R Built-in Central Vacuum Systems
 - R-37R Kitchen and Bathroom Fixture Refinishing
 - R-37R Swimming Pool Plumbing and Equipment
 - R-37R Gas Piping
 - R-37R Sewers, Drains and Pipe Laying
 - R-37R Solar Plumbing Liquid Systems Only

Upon the effective date of these rules, no new applications for the R-37R Built-in Central Vacuum Systems, Kitchen and Bathroom Fixture Refinishing, Swimming Pool Plumbing and Equipment, Gas Piping, Sewers, Drains and Pipe Laying, and Solar Plumbing Liquid Systems Only license classifications will be accepted and no new R-37R licenses in these classifications will be issued.
- R-39 **AIR CONDITIONING AND REFRIGERATION, INCLUDING SOLAR**
Installation and repair of comfort air conditioning systems, including refrigeration, evaporative cooling, ventilating, and heating with or without solar equipment. Installation and repair of machinery, units, accessories, refrigerator rooms, and insulated refrigerator spaces, and controls in refrigerators.

If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel. This scope includes all C-39R subclassifications.
 - R-39R Air Conditioning and Refrigeration
 - R-39R Gas Refrigeration
 - R-39R Temperature Control Systems

- R-39R Warm Air Heating, Evaporative Cooling and Ventilating
 - R-39R Evaporative Cooling and Ventilators
 - R-39R Pre-Coolers
- Upon the effective date of these rules, no new applications for the R-39R Gas Refrigeration, Temperature Control Systems, Warm Air Heating, Evaporative Cooling and Ventilating, Evaporative Cooling and Ventilators, and Pre-Coolers license classifications will be accepted and no new R-39R licenses in these classifications will be issued.
- R-53 **DRILLING**
Installation and repair of wells, including test boring, exploratory drilling and all materials and devices common to the industry.
- R-62 **MINOR HOME IMPROVEMENTS**
Remodeling, repairs, and improvements to existing structures or appurtenances not to exceed \$5,000 for labor and materials per project per dwelling or appurtenance. The minor home improvement contractor shall not perform structural work to any existing structures or appurtenances, including load bearing masonry or concrete work (with the exception of on-grade flat work), and load bearing carpentry work (with the exception of patio or porch covers). All electrical, plumbing, air conditioning, heating, boiler, and roofing work shall be performed by an appropriately licensed contractor.

Historical Note

Former Rule 3. Amended effective May 20, 1975, Amended effective June 13, 1975, Amended effective August 8, 1975, Amended effective August 25, 1975 (Supp. 75-1). Amended effective January 9, 1976, subsection (B) of former Section R4-9-02 renumbered as Section R4-9-03 effective February 23, 1976 (Supp. 76-1). Amended effective March 11, 1976 (Supp. 76-2). Correction, Historical Note for Supp. 76-1 should read former Section R4-9-03 repealed, new Section R4-9-03 adopted effective February 23, 1975 (Supp. 76-4). Amended effective November 23, 1976 (Supp. 76-5). Amended effective October 14, 1977 (Supp. 77-5). C-4 and C-37 amended effective December 9, 1977 (Supp. 77-6). Correction, Historical Note for Supp. 76-4 should read former Section R4-9-03 repealed, new Section R4-9-03 adopted effective February 23, 1976 (Supp. 78-1). Amended effective September 13, 1978 (Supp. 78-5). Amended effective April 2, 1979 (Supp. 79-2). Amended effective November 21, 1979 (Supp. 79-6). Amended effective July 10, 1980 (Supp. 80-4). Amended effective July 11, 1980 (Supp. 80-4). Amended effective July 28, 1980 (Supp. 80-4). Amending effective August 15, 1980 (Supp. 80-4). Amended effective August 19, 1980 (Supp. 80-4). Amended effective September 5, 1980 (Supp. 80-5). Amended effective April 18, 1984 (Supp. 84-2). Former Section R4-9-03 renumbered without change as Section R4-9-103 (Supp. 87-3). Amended effective September 13, 1989 (Supp. 89-3). Amended effective January 20, 1998 (Supp. 98-1). Amended to correct typographical errors (Supp. 99-4). Amended by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-104. Dual Contractor License Classifications and Scopes of Work

A. Dual license contracting classifications. License classifications for dual contractors are as follows:

GENERAL DUAL ENGINEERING CONTRACTING

- KA- Dual Engineering
- KA-5 Dual Swimming Pool Contractor
- KA-6 Dual Swimming Pool Contractor Including Solar
- KE- (As restricted by Registrar)

GENERAL DUAL LICENSE CONTRACTING

- KB-1 Dual Building Contractor
- KB-2 Dual Residential and Small Commercial
- KO- (As restricted by Registrar)

SPECIALTY DUAL LICENSE CONTRACTING

- CR-1 Acoustical Systems
- CR-2 Excavating, Grading and Oil Surfacing
- CR-3 Awnings, Canopies, Carports and Patio Covers
- CR-4 Boilers, Steamfitting and Process Piping
- CR-5 (As restricted by Registrar)
- CR-6 Swimming Pool Service and Repair
- CR-7 Carpentry
- CR-8 Floor Covering
- CR-9 Concrete
- CR-10 Drywall
- CR-11 Electrical
- CR-12 Elevators
- CR-14 Fencing
- CR-15 Blasting
- CR-16 Fire Protection Systems
- CR-17 Steel and Aluminum Erection
- CR-21 Landscaping and Irrigation Systems
- CR-24 Ornamental Metals
- CR-29 Machinery (As restricted by Registrar)
- CR-31 Masonry
- CR-34 Painting and Wall Covering
- CR-36 Plastering
- CR-37 Plumbing
- CR-38 Signs
- CR-39 Air Conditioning, Refrigeration and Heating
- CR-40 Insulation
- CR-41 Septic Tanks and Systems
- CR-42 Roofing
- CR-45 Sheet Metal
- CR-48 Ceramic, Plastic and Metal Tile
- CR-53 Water Well Drilling
- CR-54 Water Conditioning Equipment
- CR-56 Welding
- CR-57 Wrecking
- CR-58 Comfort Heating, Ventilating, Evaporative Cooling
- CR-60 Finish Carpentry

- CR-61 Carpentry, Remodeling and Repairs
- CR-62 Reinforcing Bar and Wire Mesh
- CR-63 Appliances
- CR-65 Glazing
- CR-66 Seal Coating
- CR-67 Low Voltage Communication Systems
- CR-69 Asphalt Paving
- CR-74 Boilers, Steamfitting and Process Piping, including Solar
- CR-77 Plumbing including Solar
- CR-78 Solar Plumbing Liquid Systems Only
- CR-79 Air Conditioning and Refrigeration including Solar
- CR-80 Sewers, Drains and Pipe Laying

B. Dual license contracting scopes. The scope of work which may be done under the dual license contracting classifications allow a contractor to combine commercial and residential contracting licenses in one license. These classifications are as follows:

KA- DUAL ENGINEERING

This classification allows the scope of work permitted by the commercial A- General Engineering and the B-4 General Residential Engineering licenses.

KA-5 DUAL SWIMMING POOL CONTRACTOR

This classification allows the scope of work permitted by the commercial A-9 Swimming Pools and the residential B-5 General Swimming Pool licenses.

KA-6 DUAL SWIMMING POOL CONTRACTOR INCLUDING SOLAR

This classification allows the scope of work permitted by the commercial A-19 Swimming Pools, Including Solar and the residential B-6 General Swimming Pools, Including Solar licenses.

KE- (AS RESTRICTED BY REGISTRAR)

KB-1 DUAL BUILDING CONTRACTOR

This classification allows the scope of work permitted by the B-1 General Commercial Contractor and the B- General Residential Contractor licenses.

KB-2 DUAL RESIDENTIAL AND SMALL COMMERCIAL

This classification allows the scope of work permitted by the B-2 General Small Commercial and the B- General Residential Contractor licenses.

KO- (AS RESTRICTED BY REGISTRAR)

CR-1 ACOUSTICAL SYSTEMS

This classification allows the licensee to install or repair pre-manufactured acoustical ceiling and wall systems.

This classification does not allow the licensee to install or repair electrical or mechanical systems.

CR-2 EXCAVATING, GRADING AND OIL SURFACING

This classification allows the scope of work permitted by the commercial A-5 Excavating, Grading, and Oil Surfacing and the residential R-2 Excavating, Grading, and Oil Surfacing licenses.

CR-3 AWNINGS, CANOPIES, CARPORTS AND PATIO COVERS

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	This classification allows the licensee to place concrete footings and concrete slabs as required for the licensee to install or repair:		2. Ceiling grid systems as supporting members for gypsum drywall
	1. Window awnings		3. Movable partitions
	2. Door hoods		4. Wall board tape and texture
	3. Freestanding or attached canopies		5. Non-load bearing, lightweight, steel wall partitions
	4. Carport and patio covers constructed of metal, fabric, fiberglass, or plastic	CR-11	ELECTRICAL
	5. Screened and paneled enclosures, which are not intended for use as habitable spaces, using metal panels, plastic inserts, and screen doors. A minimum of 60% of the wall area of an enclosure shall be constructed of screening material.		This classification allows the scope of work permitted by the commercial C-11 Electrical and residential R-11 Electrical licenses.
	6. Fascia panels	CR-12	ELEVATORS
	7. Flashing and skirting		This classification allows the licensee to install or repair:
	8. Exterior, detached metal storage units		1. Elevators
	This classification does not allow the licensee to install or repair electrical, plumbing, or air conditioning systems.		2. Dumbwaiters
CR-4	BOILERS, STEAMFITTING AND PROCESS PIPING		3. Escalators
	This classification allows the scope of work permitted by the commercial C-4 Boilers, Steamfitting and Process Piping and the residential R-4R Boilers licenses.		4. Moving walks and ramps
CR-5	(AS RESTRICTED BY REGISTRAR)		5. Stage and orchestra lifts
CR-6	SWIMMING POOL SERVICE AND REPAIR	CR-14	FENCING
	This classification allows the scope of work permitted by the commercial C-6 Swimming Pool Service and Repair and the residential R-6 Swimming Pool Service and Repair licenses.		This classification allows the licensee to install or repair:
CR-7	CARPENTRY		1. Metal, wood, and cement block fencing
	This classification allows the licensee to install or repair:		2. Automatic gates
	1. Rough carpentry		3. Fire access strobes
	2. Finish carpentry		4. Highway guard rails
	3. Hardware		5. Cattle guards
	4. Millwork		6. Low voltage U.L. approved electrical fence protective devices of less than 25 volts and 100 watts
	5. Metal studs		This classification does not allow the licensee to install or repair retaining walls.
	6. Metal doors or door frames	CR-15	BLASTING
CR-8	FLOOR COVERING		This classification allows the licensee to drill, bore, move earth, and build temporary shelters or barricades, as required for the licensee's use of explosives and explosive devices for:
	This classification allows the licensee to prepare a surface as required for the licensee to install or repair the following floor covering materials:		1. Excavation
	1. Carpet		2. Demolition
	2. Floor tile		3. Geological exploration
	3. Wood		4. Mining
	4. Linoleum		5. Construction related blasting
	5. Vinyl	CR-16	FIRE PROTECTION SYSTEMS
	6. Asphalt		This classification allows the scope of work permitted by the commercial C-16 Fire Protection Systems and the residential R-16 Fire Protection licenses.
	7. Rubber	CR-17	STEEL AND ALUMINUM ERECTION
	8. Concrete coatings		This classification allows the scope of work permitted by the commercial A-11 Steel and Aluminum Erection and the residential R-17 Structural Steel and Aluminum licenses.
CR-9	CONCRETE	CR-21	LANDSCAPING AND IRRIGATION SYSTEMS
	This classification allows the scope of work permitted by the commercial C-9 Concrete and the residential R-9 Concrete licenses.		This classification allows the licensee to treat, condition, prepare, and install:
CR-10	DRYWALL		1. Topsoil
	This classification allows the licensee to install or repair:		2. Plants and decorative vegetation
	1. Gypsum wall board		3. Non-loadbearing concrete
			4. Uncovered patios, walkways, driveways made of brick, stone, pavers or gravel
			5. Wooden decks no higher than 29 inches above finish grade
			6. Decorative garden walls up to six feet from finish grade
			7. Fences and screens up to six feet from finish grade

- 8. Retaining walls up to three feet from the finish grade of the lower elevation
 - 9. Wood-burning fire pit no higher than 16 inches above finish grade
 - 10. Low voltage landscape lighting
 - 11. Water features that are not attached to swimming pools; including any necessary: electrical wiring of 120 volts or less, connection to potable water lines, backflow prevention devices, hose bibs, excavating, trenching, boring, backfilling, or grading
 - 12. Irrigation systems, including any necessary: electrical wiring of 120 volts or less, connection to potable water lines, backflow prevention devices, hose bibs, excavating, trenching, boring, backfilling, or grading
- This classification does not allow the licensee to install, contract for, or subcontract new electrical service panels, gas or plumbing lines, blasting, outdoor kitchens, gazebos, room additions, swimming pools, pool deck coatings, barbecues, concrete driveways, load bearing walls, or perimeter fencing.
- CR-24 ORNAMENTAL METALS**
 This classification allows the licensee to fabricate, install, or repair non-structural ornamental metal, such as:
- 1. Metal folding gates
 - 2. Guard and hand rails
 - 3. Wrought iron fencing and gates
 - 4. Window shutters and grilles
 - 5. Room dividers and shields
 - 6. Metal accessories common to the industry
- This classification does not allow the licensee to install fire escapes and stairs.
- CR-29 MACHINERY (AS RESTRICTED BY THE REGISTRAR)**
- CR-31 MASONRY**
 This classification allows the licensee to grout, caulk, sand blast, tuckpoint, mortar wash, parge, clean and weld reinforcing steel as required for the licensee to install or repair:
- 1. Masonry
 - 2. Brick
 - 3. Concrete block
 - 4. Insulating concrete forms
 - 5. Adobe units
 - 6. Stone
 - 7. Marble
 - 8. Slate
 - 9. Mortar-free masonry products
- CR-34 PAINTING AND WALL COVERING**
 This classification allows the licensee to perform surface preparation, caulking, drywall patching, drywall taping, sanding, and cleaning as required for the licensee to install, apply or repair:
- 1. Wallpaper
 - 2. Wall covering cloth
 - 3. Wall covering vinyl
 - 4. Decorative texture
 - 5. Paint
- CR-36 PLASTERING**
- This classification allows the licensee to install laths, metal studs, metal grid systems, or other bases as required for the licensee to coat surfaces by trowel or spray with combinations of:
- 1. Sand mixtures (e.g. stucco)
 - 2. Gypsum plaster
 - 3. Cement
 - 4. Acoustical plaster
 - 5. Swimming pool interiors (excluding tile)
- CR-37 PLUMBING**
 This classification allows the scope of work permitted by the commercial C-37 Plumbing and the residential R-37R Plumbing licenses.
- CR-38 SIGNS**
 This classification allows the licensee to install or repair posts, poles, supports, paint, and electrical wiring as required for the licensee to fabricate, install or repair:
- 1. Signs
 - 2. Displays
 - 3. Flagpoles
- CR-39 AIR CONDITIONING AND REFRIGERATION**
 This classification allows the scope of work permitted by the commercial C-39 Air Conditioning and Refrigeration and the residential R-39R Air Conditioning and Refrigeration licenses.
- CR-40 INSULATION**
 This classification allows the licensee to install supports, fastening systems, adhesives, mastics, or plastics as required for the licensee to install or repair:
- 1. Insulation materials
 - 2. Preformed architectural acoustical materials
 - 3. Insulation protecting materials
- CR-41 SEPTIC TANKS AND SYSTEMS**
 This classification allows the licensee to excavate, install or repair pipe, backfill, and compact soil as required for the licensee to install or repair:
- 1. Septic tanks
 - 2. Aerobic digesters
 - 3. Leaching fields
- CR-42 ROOFING**
 This classification allows the licensee to apply or install weatherproofing (i.e. asphaltum, pitch, tar, felt, glass fabric, or flax) or roof accessories (i.e. flashing, valleys, gravel stops, or sheet metal) as required for the licensee to install or repair:
- 1. Roof tile
 - 2. Shingles
 - 3. Shakes
 - 4. Slate
 - 5. Metal roofing systems
 - 6. Urethane foam
 - 7. Roof insulation or coatings on or above the roof deck
- This classification allows the licensee to replace up to three sheets (96 square feet) of plywood on the roof substrate; and install new or replace existing skylights where it does not require changes to the roof framing or roof structure.
- CR-45 SHEET METAL**
 This classification allows the licensee to cut, fabricate, install or repair:
- 1. Sheet metal

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2. Cornices
3. Flashings
4. Gutters
5. Leaders
6. Pans
7. Kitchen equipment
8. Duct work
9. Skylights
10. Patented chimneys
11. Metal flues
12. Metal roofing systems
- CR-48 CERAMIC, PLASTIC AND METAL TILE
This classification allows the licensee to prepare a surface as required for the licensee to install or repair the following tile products on horizontal and vertical surfaces:
1. Ceramic
2. Clay
3. Faience
4. Metal
5. Mosaic
6. Glass mosaic
7. Paver
8. Plastic
9. Quarry
10. Stone tiles such as marble or slate
11. Terrazzo
Installation of shower doors and tub enclosures are included when a part of the original contract.
- CR-53 WATER WELL DRILLING
This classification allows the scope of work permitted by the commercial C-53 Water Well Drilling and the residential R-53 Drilling licenses.
- CR-54 WATER CONDITIONING EQUIPMENT
This classification allows the licensee to perform trenching, backfilling, and grading; and install and repair piping, fittings, valves, concrete supports, and electrical control panels of less than 25 volts and required grounding devices; as required for the licensee to install or repair:
1. Water conditioning equipment
2. Misting systems
3. Exchange tanks
4. Indirect waste pipe carrying brine, backwash and rinse water to the point of disposal
- CR-56 WELDING
This classification allows the licensee to weld metals.
- CR-57 WRECKING
This classification allows the licensee to install or repair temporary ramps, barricades, and pedestrian walkways as required for the licensee to demolish, dismantle, or remove structures not intended for reuse. This classification does not allow the licensee to use explosives.
- CR-58 COMFORT HEATING, VENTILATING, EVAPORATIVE COOLING
This classification allows the scope of work permitted by the commercial C-58 Comfort Heating, Ventilating, Evaporative Cooling and the residential R-39R Warm Air Heating, Evaporative Cooling, and Ventilating licenses.
- CR-60 FINISH CARPENTRY
This classification allows the licensee to install or repair millwork such as:
1. Cabinets
2. Counter tops
3. Case sash
4. Door trim
5. Metal doors
6. Automatic door closers
7. Wood flooring
- CR-61 CARPENTRY, REMODELING AND REPAIRS
For projects of \$50,000 or less, this classification allows the licensee, on existing structures, to install or repair:
1. Rough carpentry
2. Finish carpentry
3. Roofing
4. Hardware
5. Millwork
6. Metal studs
7. Metal doors or door frames
Work related to electrical, plumbing, air conditioning systems, boilers, swimming pools, spas and water wells must be subcontracted to an appropriately licensed contractor.
- CR-62 REINFORCING BAR AND WIRE MESH
This classification allows the licensee to install or repair:
1. Reinforcing bar
2. Post-tension
3. Wire mesh
- CR-63 APPLIANCES
This classification allows the licensee to install and repair appliances. This classification does not allow the licensee to install or repair gas, electrical, or plumbing lines.
- CR-65 GLAZING
This classification allows the licensee to install or repair weatherproofing, caulking, sealants, and adhesives as required for the licensee to assemble, install or repair:
1. Glass products
2. Window film
3. Window treatments
4. Steel and aluminum glass holding members
- CR-66 SEAL COATING
This classification allows the scope of work permitted by the commercial A-15 Seal Coating and the residential R-13 Asphalt Paving licenses.
- CR-67 LOW VOLTAGE COMMUNICATION SYSTEMS
This classification allows the licensee to build antenna towers on existing structures as required for the licensee to install, service or repair:
1. Alarm systems
2. Telephone systems
3. Sound systems
4. Intercommunication systems
5. Public addressing systems
6. Television or video systems
7. Low voltage signaling devices
8. Low voltage landscape lighting that does not exceed 91 volts
9. Master and program clocks (only low voltage wiring and needed equipment)

- CR-69 ASPHALT PAVING
This classification allows the scope of work permitted by the commercial A-14 Asphalt Paving and the residential R-13 Asphalt Paving licenses.
- CR-74 BOILERS, STEAMFITTING AND PROCESS PIPING, INCLUDING SOLAR
This classification allows the scope of work permitted by the commercial C-74 Boilers, Steamfitting and Process Piping, Including Solar and the residential R-4 Boilers Including Solar licenses.
- CR-77 PLUMBING INCLUDING SOLAR
This classification allows the scope of work permitted by the commercial C-77 Plumbing Including Solar and the residential R-37 Plumbing Including Solar licenses.
- CR-78 SOLAR PLUMBING LIQUID SYSTEMS ONLY
This classification allows the scope of work permitted by the commercial C-78 Solar Plumbing Liquid Systems Only and the residential R-37R Solar Plumbing Liquid Systems Only licenses.
- CR-79 AIR CONDITIONING AND REFRIGERATION INCLUDING SOLAR
This classification allows the scope of work permitted by the commercial C-79 Air Conditioning and Refrigeration Including Solar and the residential R-39 Air Conditioning and Refrigeration Including Solar licenses.
- CR-80 SEWERS, DRAINS AND PIPE LAYING
This classification allows the scope of work permitted by the commercial A-12 Sewers, Drains, and Pipe Laying and the residential R-37R Sewers, Drains and Pipe Laying licenses.

Historical Note

Former Section R4-9-04 repealed, new Section R4-9-04 adopted effective February 23, 1976 (Supp. 76-1). Amended effective April 18, 1984 (Supp. 84-2). Amended subsection (A) effective July 9, 1987 (Supp. 87-3). Former Section R4-9-04 renumbered as Section R4-9-104 (Supp. 87-3). Former Section R4-9-104 renumbered to R4-9-105 and amended; new Section R4-9-104 adopted effective January 20, 1998 (Supp. 98-1). Amended to correct typographical errors (Supp. 99-4). Amended by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-105. Restricted License Classifications

- A. A restricted license is a specialty or general license that confines the scope of allowable contracting work to a specialized area of construction which the Registrar of Contractors grants on a case-by-case basis. The restricted licenses classifications are KE, KO, CR-5 or CR-29. The Registrar assigns a restricted license classification based upon the nature and complexity of the work, the degree of unusual expertise involved and the applicability of existing classifications to the specialized area of construction.
- B. When applying for a restricted license classification an applicant, if requested, shall submit to the Registrar the following:
 1. A detailed statement of the type and scope of contracting work that the applicant proposes to perform.
 2. Any brochures, catalogs, photographs, diagrams, or other material, which the applicant has, that will further clarify the scope of the work that the applicant proposes to perform.
- C. The Registrar shall determine the classification of the restricted license and notify the applicant of the classification.

The applicant must then apply for the restricted license according to the Registrar of Contractor’s application process in accordance with A.R.S. § 32-1122.

- D. A contractor issued a restricted license shall confine the contractor’s activities to the field and scope of operations as described in the license classification.

Historical Note

Former Section R4-9-05 repealed, new Section R4-9-05 adopted effective February 23, 1976 (Supp. 76-1). Amended effective July 9, 1987 (Supp. 87-3). Former Section R4-9-05 renumbered without change as Section R4-9-105 (Supp. 87-3). Former Section R4-9-105 renumbered to R4-9-106 and amended; new Section R4-9-105 renumbered from R4-9-104 and amended effective January 20, 1998 (Supp. 98-1). Amended by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-106. Examinations

- A. Examinations are given weekly or more often as prescribed by the Registrar or the contracted vendor.
- B. The applicant’s qualifying party must take and pass the appropriate examination with a passing grade of at least 70% for each examination taken.
- C. A person is allowed to retake a failed examination subject to the following limitations:
 1. Waiting 30 calendar days after a first failed attempt,
 2. Waiting 30 calendar days after a second failed attempt, and
 3. Waiting 180 calendar days after the third and any subsequent failed attempts.
- D. Pursuant to A.R.S. §§ 32-1122(A)(4) and 32-1122(F) the Registrar may decide a trade exam is not required where the qualifying party has been the qualifying party within the preceding five years for a license in good standing in the same classification in this state, or a classification the Registrar deems comparable in another state.

Historical Note

New Section R4-9-106 renumbered from R4-9-105 and amended effective January 20, 1998 (Supp. 98-1). Amended by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-107. Classifying and Reclassifying Contractor Licenses

- A. In accordance with A.R.S § 32-1105 and 32-1122, the Registrar may establish, add to, take away from, or eliminate license classifications.
- B. Where a license classification is eliminated, but the Registrar determines a comparable license classification remains, the Registrar shall reclassify the eliminated licenses with the remaining license classification.
- C. The following license reclassifications are effective July 1, 2014.

<u>Prior License</u>	<u>New License</u>
A-3 Blasting	CR-15 Blasting
C-15 Blasting	

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A-21 Landscaping and Irrigation Systems	CR-21 Landscaping and Irrigation Systems	L-12 Elevators	CR-12 Elevators	
L-26 Landscaping		C-18 Elevators		
L-44 Irrigation Systems		C-13R Asphalt Coating and Parking Appurtenances	R-13 Asphalt Paving	
C-21 Landscaping and Irrigation Systems		L-14 Fencing	CR-14 Fencing	
C-21R Landscaping		C-14 Fencing		
C-21R Irrigation Systems		C-14R Fencing Other Than Masonry		
K-26 Landscaping		CR-21 Landscaping and Irrigation Systems	C-16R CO2, Dry and Wet Chemical Systems	R-16 Fire Protection Systems
K-44 Irrigation Systems			L-24 Ornamental Metals	CR-24 Ornamental Metals
AE (As Restricted by the Registrar)	KE (As Restricted by the Registrar)	C-17R Ornamental Metals		
BE (As Restricted by the Registrar)	KO (As Restricted by the Registrar)	C-17R Steel Floor, Sub Floor and Form Systems	R-17 Structural Steel and Aluminum	
L-1 Acoustical Systems	CR-1 Acoustical Systems	C-17R Tanks		
C-1 Acoustical Systems		C-17R Recreational Equipment		
L-3 Awnings, Canopies, Carports and Patio Covers	CR-3 Awnings, Canopies, Carports and Patio Covers	L-29 Machinery (As Restricted by the Registrar)	CR-29 Machinery (As Restricted by the Registrar)	
C-3 Awnings and Canopies	CR-5 (As Restricted by the Registrar)	C-29 Machinery (As Restricted by the Registrar)		
L-5 (As Restricted by the Registrar)		CR-7 Carpentry	L-31 Masonry	CR-31 Masonry
C-5 (As Restricted by the Registrar)	C-31 Masonry			
L-7 Carpentry	CR-8 Floor Covering	C-31R Flagstone		
C-7 Carpentry		C-31R Stone Masonry		
C-7R Doors, Gates, Windows and Accessories		L-34 Painting and Wall Covering	CR-34 Painting and Wall Covering	
C-7R Removable Formwork and Shoring		C-34 Painting and Wall Covering		
C-7R Nailing and Stapling		C-34R Surface Preparation and Waterproofing		
L-8 Floor Covering	CR-8 Floor Covering	C-34R Wallpaper	CR-36 Plastering	
L-13 Carpets		L-36 Plastering		
L-64 Wood Floor Laying and Finishing		C-36 Plastering		
C-8 Floor Covering		C-36R Swimming Pool Plastering		
C-8R Wood Flooring		C-36R Lathing		
C-8R Carpet		L-38 Sign	CR-38 Signs	
C-8R Composition Flooring		C-38 Signs		
C-8R Nonconventional Floor Covering		L-40 Insulation	CR-40 Insulation	
C-8R Ceramic and Clay Floor Covering		C-40 Insulation		
K-13 Carpet		C-40R Foam Insulation		
K-64 Wood Floor Laying and Finishing	R-9 Concrete	L-41 Septic Tanks and Systems	CR-41 Septic Tanks and Systems	
C-9R Gunite and Shotcrete		C-41 Sewage Treatment Systems		
C-9R Lightweight Concrete		C-41R Precast Waste Treatment Systems		
C-9R Fence Footings	CR-9 Concrete	L-42 Roofing	CR-42 Roofing	
C-9R PreCast Concrete		C-42 Roofing		
C-9R Sawing, Coring, Epoxy Panels and Bonding		C-42R Foam and Foam Panel Roofing		
C-9R Terrazzo		C-42R Liquid Applied Roofing		
L-10 Drywall	CR-10 Drywall	C-42R Roofing Shingles and Shakes	CR-45 Sheet Metal	
C-10 Drywall		L-45 Sheet Metal		
		C-45 Sheet Metal		
		C-45R Premanufactured Fire Places		

L-48 Ceramic, Plastic and Metal Tile	CR-48 Ceramic, Plastic and Metal Tile
C-48 Ceramic, Plastic and Metal Tile	
C-48R Swimming Pool Tile	
L-54 Water Conditioning Equipment	CR-54 Water Conditioning Equipment
C-37R Water Conditioning Equipment	
L-56 Welding	CR-56 Welding
C-17R Welding	
L-57 Wrecking	CR-57 Wrecking
C-22R Wrecking	
L-60 Finish Carpentry	CR-60 Finish Carpentry
C-30 Finish Carpentry	
C-30R Kitchen and Bathroom Components	
C-30R Doors, Windows, Gates, Tub and Shower Enclosures	
C-30R Cultured Marble	
C-30R Weatherstripping	
L-61 Carpentry, Remodeling and Repairs	CR-61 Carpentry, Remodeling and Repairs
C-61 Limited Remodeling and Repair Contractor	
C-68 Mobile Home Remodeling and Repair	
L-62 Reinforcing Bar and Wire Mesh	CR-62 Reinforcing Bar and Wire Mesh
C-17R Rebar and Wire Mesh	
L-63 Appliances	CR-63 Appliances
C-63 Appliances	
L-65 Glazing	CR-65 Glazing
C-65 Glazing	
C-65R Skylights	
C-65R Storm Windows and Doors	
C-65R Mirrors	
C-65R Window Treatment	
L-67 Low Voltage Communications Systems	CR-67 Low Voltage Communication Systems
C-12 Low Voltage Communication Systems	

Historical Note

Former Rule 7. Former Section R4-9-07 repealed, new Section R4-9-07 adopted effective February 23, 1976 (Supp. 76-1). Former Section R4-9-07 repealed, new Section R4-9-07 adopted effective April 18, 1984 (Supp. 84-2). Former Section R4-9-07 renumbered without change as Section R4-9-107 (Supp 87-3). Repealed effective October 22, 1992 (Supp. 92-4). New Section R4-9-107 made by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-108. Minimum Construction Standards

- A. A contractor shall perform all work in a professional manner.
- B. A contractor shall perform all work in accordance with any applicable building codes and professional industry standards.

For work to be performed in accordance with professional industry standards, a contractor shall use such skills, prudence, and diligence in performing and completing tasks undertaken that the completed work meets the standards of a similarly licensed contractor possessing ordinary skill and capacity.

- C. All work performed by a contractor in a county, city, or town that has not adopted building codes or where any adopted building codes do not contain specific provisions applicable to that aspect of construction work shall be performed in accordance with professional industry standards.

Historical Note

Former Rule 8. Former Section R4-9-08 repealed, new Section R4-9-08 adopted effective February 23, 1976 (Supp. 76-1). Amended effective October 18, 1979 (Supp. 79-5). Amended subsection (C) effective April 23, 1981 (Supp. 81-2). Amended subsection (C) effective April 18, 1984 (Supp. 84-2). Former Section R4-9-08 renumbered without change as Section R4-9-108 (Supp. 87-3). Amended effective April 20, 1993 (Supp. 93-2). Amended effective January 20, 1998 (Supp. 98-1). Amended by final rulemaking at 9 A.A.R. 5028, effective January 3, 2004 (Supp. 03-4). Amended by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-109. Name of Licensee or Applicant

- A. A licensee shall do business under the name on the license issued and ensure that the same name is used on the license bond.
- B. If a corporation is doing business in the name of a division or using a trade name, the corporation shall ensure that all names are shown on any application.
- C. If applying for a license or a name change, a corporation shall submit written evidence that it is in good standing or that the new name has been filed with the Arizona Corporation Commission.
- D. The Registrar shall grant a request for name change if there is no change in the legal entity, the name is available, and the request is submitted in writing, together with the required license fee and a cash deposit or bond rider that reflects the name change.
- E. The Registrar may elect to reject an application, refuse to issue a license, or deny the name change of an existing license, based on a review of whether the proposed name is identical or so similar to that of an existing licensee or license applicant that it may cause confusion.
- F. The Registrar shall not accept an application or issue a license if it contains the name of a building trade or craft for which the contractor is not qualified.

Historical Note

Former Rule 9. Former Section R4-9-09 repealed, new Section R4-9-09 adopted effective February 23, 1976 (Supp. 76-1). Amended effective September 27, 1976 (Supp. 76-4). Amended subsections (B), (C), and (D) effective April 18, 1984 (Supp. 84-2). Former Section R4-9-09 renumbered without change as Section R4-9-109 (Supp. 87-3). Amended by final rulemaking at 10 A.A.R. 5185, effective February 5, 2005 (04-4).

R4-9-110. Change of Legal Entity and Cancellation of License

- A. Pursuant to A.R.S. § 32-1124, licenses are nontransferable. A new license is required whenever the licensee’s legal entity changes. A change in legal entity includes, but is not limited to:
 1. Changes in ownership of a sole proprietorship;

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- 2. Change of a controlling partner in a partnership; \$10,000,000 or \$100,000 more
 - 3. Changing from one corporate entity to a different corporate entity;
 - 4. Changing business entities, regardless of whether ownership changes, (e.g. from a corporation or a sole proprietor to a limited liability company); or
 - 5. Merging with another business, where the business holding the license becomes the inactive business after the merger.
- B.** A license may be cancelled upon the written request of the owner of a sole proprietorship, a controlling partner of a partnership, or in the case of a corporation or a limited liability company any person with written evidence of authority to cancel the license.

Historical Note

Former Rule 10. Former Section R4-9-10 repealed, new Section R4-9-10 adopted effective February 23, 1976 (Supp. 76-1). Former Section R4-9-10 renumbered without change as Section R4-9-110 (Supp. 87-3). Amended by final rulemaking at 10 A.A.R. 5185, effective February 5, 2005 (04-4). Amended by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-111. Repealed

Historical Note

Former Rule 11. Former Section R4-9-11 repealed effective February 23, 1976 (Supp. 76-1). Adopted effective July 26, 1976 (Supp. 76-4). Amended effective April 18, 1979 (Supp. 84-2). Correction: Previous Historical Note should read: "Amended effective April 18, 1984"; Former Section R4-9-11 renumbered without change as Section R4-9-111 (Supp. 87-3). Repealed effective January 20, 1998 (Supp. 98-1).

R4-9-112. Bond Limits; Applications; Renewals; Increases and Decreases of Bond Amounts; Effective Date of Bond and Deposits

A. Bond limits. In accordance with the provisions of A.R.S. § 32-1152, license bonds are established in the following amounts, based upon the estimated annual volume of work anticipated by the contractor within the State of Arizona for the ensuing fiscal year:

License Category	Estimated Annual Volume (Per License Category)	Bond Amount
1. General Commercial Contracting and Engineering Contracting	Less than \$150,000	\$5,000
	\$150,000 or more, but less than \$500,000	\$15,000
	\$500,000 or more, but less than \$1,000,000	\$25,000
	\$1,000,000 or more, but less than \$5,000,000	\$50,000
	\$5,000,000 or more, but less than \$10,000,000	\$75,000

- 2. Specialty Commercial Contracting
 - \$150,000 or more, but less than \$500,000 \$7,000
 - \$500,000 or more, but less than \$1,000,000 \$17,500
 - \$1,000,000 or more, but less than \$5,000,000 \$25,000
 - \$5,000,000 or more, but less than \$10,000,000 \$37,500
 - \$10,000,000 or more \$50,000
 - 3. General Residential Contracting
 - Less than \$750,000 \$9,000
 - \$750,000 or more \$15,000
 - 4. Specialty Residential Contracting
 - Less than \$375,000 \$4,250
 - \$375,000 or more \$7,500
 - 5. General Dual License Contracting. The amount of a General Dual License Contracting bond is determined under subsection (A)(3), based on the contractor's estimated volume of general residential contracting, and subsection (A)(1), based on the contractor's estimated volume of general commercial contracting. The contractor shall ensure that the bond issuer separately specifies on the bond the bond amounts applicable to general residential contracting and general commercial contracting.
 - 6. Specialty Dual License Contracting. The amount of a Specialty Dual license Contracting bond is determined under subsection (A)(4), based on the contractor's estimated volume of specialty residential contracting, and subsection (A)(2), based on the contractor's estimated volume of specialty commercial contracting. The contractor shall ensure that the bond issuer separately specifies on the bond the bond amounts applicable to specialty residential contracting and specialty commercial contracting.
- B.** New licenses. On an application for a new license for any license category listed above, an applicant shall estimate the applicant's annual volume of work within the state of Arizona and comply with the bond requirements of this Section for the relevant category of license. The Registrar considers the filing of a bond or deposit in a specified amount to be the equivalent of submitting a volume estimate within the dollar limitations applicable for the bond amount.
- C.** Renewal. To renew a license an applicant shall complete a form provided by the Registrar of Contractors. If the contractor files a new bond or continues a bond or deposit in a specified amount, the Registrar considers these actions to be the equivalent of submitting a volume estimate within the dollar

limitations applicable for the bond amount. The Registrar of Contractors is not responsible for over or under estimates of volume of work made by the licensee or for the sufficiency of any bond or deposit. The Registrar considers a gross underestimate knowingly made by a licensee to be a material misrepresentation, which can subject the licensee to suspension or revocation of license.

- D. Increases and decreases of bond amounts. Based on the actual amount of the contractor's gross volume of work, a contractor may increase the bond amount at any time. A surety bond or cash deposit in lieu of a bond cannot be decreased except at the time of license renewal.
- E. Effective date of bonds and deposits. A license bond or cash deposit is not effective until the licensee files it at a Registrar of Contractors office. If a license bond is filed before the effective date indicated on the bond, the bond becomes effective on the indicated date.
- F. The changes to bond amounts made in this Section become enforceable on the next license renewal after June 30, 2014.

Historical Note

Former Rule 12. Former Section R4-9-12 repealed, new Section R4-9-12 adopted effective February 23, 1976 (Supp. 76-1). Amended effective October 17, 1978 (Supp. 78-5). Amended subsection (C) effective August 15, 1980 (Supp. 80-4). Amended subsections (A), (B), and (C) effective July 9, 1987; former Section R4-9-12 renumbered as Section R4-9-112 (Supp. 87-3). Amended effective January 20, 1998 (Supp. 98-1). Amended by final rulemaking at 10 A.A.R. 5185, effective February 5, 2005 (04-4). Amended by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-113. Application Process

- A. In accordance with the provisions of A.R.S. § 32-1122 an applicant for licensure shall submit a verified application on form prescribed by the Registrar of Contractors.
- B. For the purposes of A.R.S. § 41-1073, the Registrar establishes the following time-frames for the issuance of a contractor license.
 1. Administrative completeness review time-frame: 40 calendar days
 2. Substantive review time-frame: 20 calendar days
 3. Overall agency time-frame: 60 calendar days
- C. During the administrative completeness review time-frame the Registrar shall review an application for administrative completeness and either issue the license or mail a written notice of completeness or deficiencies within 40 days from the date of receipt. If deficiencies are found in the application, the Registrar shall mail the applicant a written notice containing a comprehensive list of the specific deficiencies. The 40-day time-frame for the Registrar to finish the review for completeness shall be suspended from the date the notice of deficiencies is mailed until the Registrar receives all requested information.
- D. During the substantive review time-frame the Registrar shall complete a substantive review of the applicant's qualifications and grant, deny, or mail a final comprehensive notice of deficiencies within 20 days after expiration of the administrative completeness review time-frame. If the Registrar finds deficiencies during the substantive review of the application, the Registrar shall mail one final comprehensive request for additional information to the applicant. The 20 day time-frame for the Registrar to finish the substantive review shall be suspended from the date the request for additional information is mailed until the Registrar receives all requested information.
- E. Compliance with the administrative completeness review, substantive review and overall time-frames:

1. By mutual agreement, an applicant and the Registrar may agree to extend the substantive review and overall time-frames by 15 calendar days.
 2. The Registrar may return an application if it does not receive the information it requests during the administrative completeness review or substantive review periods within 30 calendar days from the date the registrar mailed the request for additional information. The return of a license application shall result in the forfeiture of the application fee, but all other license fees shall be returned to the applicant. An applicant shall pay an application fee each time it submits a returned license application.
- F. For the purpose of this Section, 1st-class mail sent to the address on the application shall serve as legal notice.
 - G. In computing any period of time prescribed or allowed by this Section, the day of the act, event or default from which the designated period of time begins to run shall not be included. The last day of the period so computed shall be included, unless it is a Saturday, a Sunday, or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday.
 - H. Notwithstanding any provisions of this Section the applicant may apply to the Registrar in writing to withdraw a license application. The withdrawal of a license application shall result in the forfeiture of the application processing fee, but all other license fees shall be returned to the applicant.

Historical Note

Adopted effective January 20, 1998 (Supp. 98-1). Amended by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-114. Reserved

R4-9-115. Posting

- A. The Registrar shall not issue a license until expiration of the posting period in A.R.S. § 32-1104(C).
- B. The Registrar may waive part of the posting period for applicants and personnel of applicants who have previously undergone the 20-day posting period.
- C. The Registrar may increase the posting period beyond 20 days, but no more than 60 days for applicants who have been on a license that was disciplined.
- D. Posting shall be done on the Registrar's web site.

Historical Note

Former Rule 15. Former Section R4-9-15 repealed, new Section R4-9-15 adopted effective February 23, 1976 (Supp. 76-1). Former Section R4-9-15 renumbered without change as Section R4-9-115 (Supp. 87-3). Amended by final rulemaking at 10 A.A.R. 5185, effective February 5, 2005 (04-4). Amended by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-116. License Renewal

- A. To renew a license, a licensee shall submit the following information to the Registrar and advise the Registrar of any change in the information within 30 days of the change:
 1. If the licensee is a corporation or a limited liability company, evidence that the entity is in good standing with the Arizona Corporation Commission.
 2. The licensee's current privilege license number, issued under A.R.S. § 42-5005.
- B. A licensee shall renew each license on or before the renewal date. Failure to comply results in suspension of the license on the day following the renewal date by operation of law. The Registrar shall collect a \$50.00 late fee if renewal is completed after the renewal date. Based on the severity of the violation, the Registrar may refuse to renew a license after determining

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that a licensee has committed or been found guilty of any act listed in A.R.S. § 32-1154(A).

- C. To renew a contracting license, a licensee shall submit an application for renewal to the Registrar, accompanied by the required renewal fee. Timely submission of an application is evidenced by the date stamped on the documents by the Registrar or the date on "postage prepaid" documents if the submission is deposited in the United States mail, postage prepaid, on or before the renewal date. Timely submission authorizes the licensee to operate as a contractor until actual issuance of the renewal license.
- D. If a license has been suspended by operation of law for failure to renew, a licensee may still renew the license within one year of its suspension by submitting an application for renewal and paying the applicable renewal fee and a \$50.00 late fee. If a license has been suspended for one or more years for failure to renew, the license shall expire and the former licensee must submit an application for a new license.

Historical Note

Former Rule 16. Former Section R4-9-16 repealed, new Section R4-9-16 adopted effective February 23, 1976 (Supp. 76-1). Amended effective October 14, 1977 (Supp. 77-5). Amended effective October 26, 1978 (Supp. 78-5). Amended effective April 18, 1984 (Supp. 84-2). Former Section R4-9-16 renumbered without change as Section R4-9-116 (Supp. 87-3). Amended by final rulemaking at 10 A.A.R. 5185, effective February 5, 2005 (04-4). Amended by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-117. Prior Record

In any disciplinary proceeding the Administrative Law Judge and the Registrar may consider the licensee's entire license file including the record of prior warning letters, complaints, cease and desist orders, citations and final administrative decisions or orders, or both.

Historical Note

Former Rule 17. Former Section R4-9-17 repealed, new Section R4-9-17 adopted effective February 23, 1976 (Supp. 76-1). Former Section R4-9-17 renumbered without change as Section R4-9-117 (Supp. 87-3). Amended by final rulemaking at 9 A.A.R. 3182, effective August 30, 2003 (Supp. 03-3). Amended by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-118. Reserved**R4-9-119. Reserved****R4-9-120. Rehearing or Review of Decision**

- A. The Registrar of Contractors shall provide an opportunity for a rehearing or review of its decisions on a hearing under A.R.S. Title 41, Chapter 6, Article 10 and the rules established by the Office of Administrative Hearings.
- B. Except as provided in subsection (F), any party who is aggrieved by the decision on a hearing in a contested case or appealable agency action before the Registrar of Contractors may file with the Registrar of Contractors a written motion for rehearing or review of the decision specifying the particular grounds for the rehearing or review.
- C. The Registrar of Contractors may grant a rehearing or review of a decision for any of the following causes materially affecting the moving party's rights:
 - 1. Irregularity in the proceedings of the Registrar of Contractors or the Administrative Law Judge, or any order or abuse of discretion that deprived the moving party of a fair hearing;

- 2. Misconduct of the Registrar of Contractors, Office of Administrative Hearings, Administrative Law Judge, or prevailing party;
- 3. Accident or surprise that could not have been prevented by ordinary prudence;
- 4. Newly discovered material evidence that could not, with reasonable diligence, have been discovered and produced at the hearing;
- 5. Excessive or insufficient penalties;
- 6. Error in the admission or rejection of evidence or other errors of law occurring at the administrative hearing or during the progress of the proceeding; or
- 7. The decision is not justified by the evidence or is contrary to law.

- D. The Registrar of Contractors may affirm or modify a decision on a hearing or grant a rehearing or review to all or any of the parties on all or part of the issues for any of the reasons in subsection (C). After giving the parties notice and an opportunity to be heard, the Registrar of Contractors may grant a motion for rehearing for a reason not stated in the motion. An order modifying a decision or granting a rehearing shall specify the particular ground for the order. A rehearing shall cover only the matter specified in the order.
- E. Not later than 35 days after the date of a decision, and after giving the parties notice and an opportunity to be heard, the Registrar of Contractors may, on its own initiative, order a rehearing or review of its decision on a hearing for any reason for which it might have granted relief on motion of a party.
- F. If the Registrar of Contractors makes a specific finding that the immediate effectiveness of a decision on a hearing is necessary for the preservation of the public health, safety, or welfare and that a rehearing or review of the decision on a hearing is impracticable, unnecessary, or contrary to the public interest, the decision may be issued as a final decision without an opportunity for a rehearing or review. If a decision on a hearing is issued as a final decision without an opportunity for review or rehearing, an application for judicial review of the decision may be made within the time limits permitted for applications for judicial review of the Registrar of Contractors' final decisions.
- G. For purposes of this Section the terms "contested case" and "party" have the same meanings as in A.R.S. § 41-1001.
- H. To the extent that the provisions of this Section are in conflict with the provisions of any statute providing for review or rehearing of a decision of the Registrar of Contractors, the statutory provisions govern.

Historical Note

Former Rule 20. Repealed effective February 23, 1976 (Supp. 76-1). New Section R4-9-20 adopted effective June 18, 1982 (Supp. 82-3). Former Section R4-9-20 renumbered without change as Section R4-9-120 (Supp. 87-3). Amended by final rulemaking at 9 A.A.R. 1350, effective June 6, 2003 (Supp. 03-2). Amended by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-121. Unauthorized Communications

- A. The purpose of this rule is to assist the Registrar of Contractors and its employees in avoiding the possibility of prejudice, real or apparent, in proceedings before the Registrar.
- B. The provisions of this rule apply in the following contested proceedings: after a letter is issued denying a license application or a license renewal, a citation is issued, or an order is issued denying or reducing the amount of a recovery fund claim.
- C. Prohibitions:

1. A person shall not make or cause to be made an oral or written communication, not on the public record, concerning the substantive merits of a contested proceeding to the Registrar or an employee involved in the decision-making process for that proceeding.
2. Neither the Registrar nor its employees who are involved in the decision-making process of a contested proceeding shall make, request, entertain, or consider an unauthorized communication concerning the merits of the proceeding.
3. The provisions of this rule do not prohibit:
 - a. Communications regarding procedural matters;
 - b. Communications regarding any other proceedings;
 - c. Intra-agency or non-party communications regarding purely technical and legal matters;
 - d. Communications among hearing officers, non-party staff and the Registrar.

D. Remedy:

1. The Registrar and its decision-making employees who receive an oral or written offer of any communication prohibited by this rule shall decline to receive such communication and explain that the matter is pending for determination and that all communication regarding it must be made on the public record. If unsuccessful in preventing such communications, the recipient shall advise the communicator that the communication will not be considered, a brief signed statement setting forth the substance of the communication and the circumstances under which it was made will be prepared, and the statement will be filed in the public record of the case or proceeding.
2. Any person affected by an unauthorized communication will have an opportunity to rebut on the record any facts or contentions contained in the communication.
3. If a party to a contested proceeding makes or causes to be made an unauthorized communication, the party may be required to show cause why its claim or interest in the proceeding should not be dismissed, denied, disregarded, or otherwise adversely affected on account of such violation.

Historical Note

Repealed effective February 23, 1976 (Supp. 76-1). New Section R4-9-21 adopted effective April 18, 1984 (Supp. 84-2). Amended effective July 9, 1987; former Section R4-9-21 renumbered as Section R4-9-121 (Supp. 87-3). Amended effective February 4, 1993 (Supp. 93-1). Repealed by final rulemaking at 9 A.A.R. 3182, effective August 30, 2003 (Supp. 03-3). New Section R4-9-121 made by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-122. Repealed

Historical Note

Adopted effective November 4, 1992 (Supp. 92-4). Repealed effective December 17, 1993 (Supp. 93-4).

R4-9-123. Repealed

Historical Note

Adopted effective November 4, 1992 (Supp. 92-4). Repealed effective December 17, 1993 (Supp. 93-4).

R4-9-124. Repealed

Historical Note

Adopted effective November 4, 1992 (Supp. 92-4). Repealed effective December 17, 1993 (Supp. 93-4).

R4-9-125. Repealed

Historical Note

Adopted effective November 4, 1992 (Supp. 92-4). Repealed effective December 17, 1993 (Supp. 93-4).

R4-9-126. Repealed

Historical Note

Adopted effective November 4, 1992 (Supp. 92-4). Repealed effective December 17, 1993 (Supp. 93-4).

R4-9-127. Repealed

Historical Note

Adopted effective November 4, 1992 (Supp. 92-4). Repealed effective December 17, 1993 (Supp. 93-4).

R4-9-128. Repealed

Historical Note

Adopted effective November 4, 1992 (Supp. 92-4). Repealed effective December 17, 1993 (Supp. 93-4).

R4-9-129. Repealed

Historical Note

Adopted effective November 4, 1992 (Supp. 92-4). Repealed effective December 17, 1993 (Supp. 93-4).

R4-9-130. Schedule of Fees

An applicant shall submit a separate application for each classification of license. The following application fees, biennial license fees, biennial license renewal fees and fees for other services shall be applicable in accordance with the provisions of A.R.S. §§ 32-1123.01, 32-1126 and 32-1132. The fee for an annual license granted pursuant to A.R.S. § 32-1123.01, as an exception to the biennial license renewal requirement, shall be one-half of the fee for the biennial license renewal.

<i>Classification of License</i>	<i>Application Processing Fee</i>	<i>Fee for Each Biennial License</i>	<i>Fee for Each Biennial License Renewal</i>
1. COMMERCIAL CONTRACTING			
a. General Commercial Contracting (Includes all A and B Commercial classifications)	\$200	\$580	\$580
b. Specialty Commercial Contracting (Includes all C classifications)	\$100	\$480	\$480
2. RESIDENTIAL CONTRACTING			
a. General Residential Contracting (Includes all B Residential classifications)	\$180	\$320	\$320
b. Specialty Residential Contracting (Includes all R classifications)	\$80	\$270	\$270
3. GENERAL DUAL LICENSED CONTRACTING			

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General Licensed Contracting (Includes all KA, KB, KE and KO classifications)	Dual \$200	\$480	\$480
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4. SPECIALTY DUAL LICENSE CONTRACTING

Class CR	\$100	\$380	\$380
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5. PARTICIPATION IN RECOVERY FUND

Recovery Fund Assessment		\$370	\$270
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6. FEES FOR OTHER SERVICES

a. Application to change qualifying party		\$100	
b. Application to change name of licensee		\$30	

Historical Note

Adopted effective February 4, 1993 (Supp. 93-1).
 Amended effective January 20, 1998 (Supp. 98-1).
 Amended by final rulemaking at 7 A.A.R. 3160, effective July 2, 2001 (Supp. 01-3). Amended by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1).

R4-9-131. Assessment of Civil Penalties

In assessing a civil penalty as provided for under A.R.S. § 32-1166(A), the Registrar shall give due consideration to whether the person cited or any individual acting on that person's behalf has

committed one or more of the following acts in determining the gravity of the cited violation:

1. Falsely represented to be a licensed contractor.
2. Failed to perform any work for which money was received.
3. Executed or used any false or misleading documents for the purpose of inducing a person to enter into a contract or to pay money for work to be performed.
4. Made false or misleading statements for the purpose of inducing a person to enter into a contract or to pay money for work to be performed.
5. Failed or neglected to apply funds which were received for the purpose of obtaining or paying for services, labor, materials, or equipment.
6. Performed work that was or had the potential to become hazardous to the health, safety, or general welfare of the public.
7. Performed work that deliberately was in violation of building codes, safety laws, labor laws, workers' compensation laws, or unemployment insurance laws.
8. Performed work that failed to meet minimum acceptable trade or industry standards or practices or was not performed in a good and workmanlike manner.
9. Has committed any other act which would otherwise be cause for disciplinary action if the person cited had been properly licensed pursuant to A.R.S. Title 32, Chapter 10.
10. Has committed two or more prior violations.
11. Performed work that has caused loss or damage to the structure, its appurtenances, or property being worked upon or has caused loss or injury to any person.

Historical Note

Adopted effective May 26, 1994 (Supp. 94-2).