

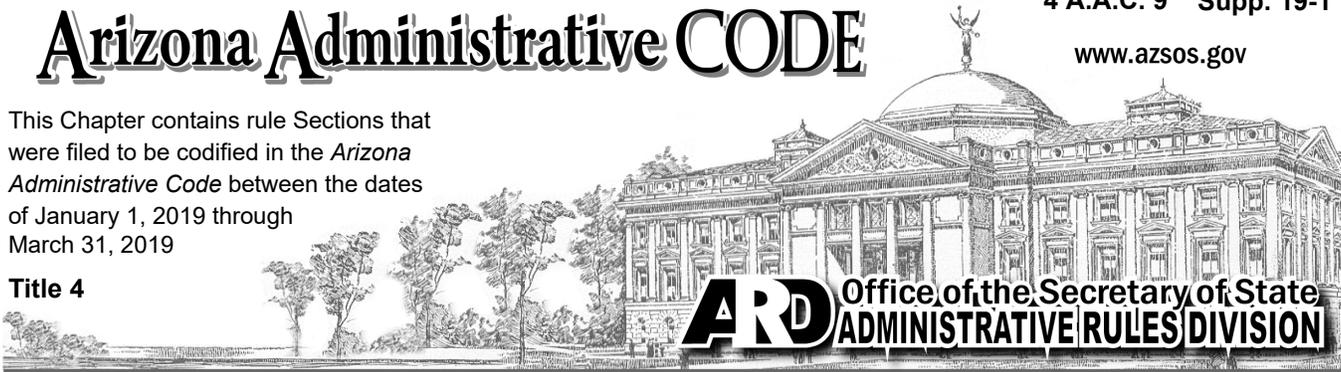
Arizona Administrative CODE

4 A.A.C. 9 Supp. 19-1

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This Chapter contains rule Sections that were filed to be codified in the *Arizona Administrative Code* between the dates of January 1, 2019 through March 31, 2019

Title 4



ARD Office of the Secretary of State
ADMINISTRATIVE RULES DIVISION

TITLE 4. PROFESSIONS AND OCCUPATIONS

CHAPTER 9. REGISTRAR OF CONTRACTORS

The table of contents on the first page contains quick links to the referenced page numbers in this Chapter. Refer to the notes at the end of a Section to learn about the history of a rule as it was published in the *Arizona Administrative Register*.

Sections, Parts, Exhibits, Tables or Appendices codified in this supplement. The list provided contains quick links to the updated rules.

[R4-9-116](#). [Expired](#) [22](#) [R4-9-121](#). [Expired](#) [23](#)

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The release of this Chapter in Supp. 19-1 replaces Supp. 18-3, 1-25 pages

Please note that the Chapter you are about to replace may have rules still in effect after the publication date of this supplement. Therefore, all superseded material should be retained in a separate binder and archived for future reference.

PREFACE

Under Arizona law, the Department of State, Office of the Secretary of State (Office), accepts state agency rule filings and is the publisher of Arizona rules. The Office of the Secretary of State does not interpret or enforce rules in the *Administrative Code*. Questions about rules should be directed to the state agency responsible for the promulgation of the rule.

Scott Cancelosi, Director
ADMINISTRATIVE RULES DIVISION

RULES

The definition for a rule is provided for under A.R.S. § 41-1001. “‘Rule’ means an agency statement of general applicability that implements, interprets, or prescribes law or policy, or describes the procedures or practice requirements of an agency.”

THE ADMINISTRATIVE CODE

The *Arizona Administrative Code* is where the official rules of the state of Arizona are published. The *Code* is the official codification of rules that govern state agencies, boards, and commissions.

The *Code* is separated by subject into titles. Titles are divided into chapters. A chapter includes state agency rules. Rules in chapters are divided into Articles, then Sections. The “R” stands for “rule” with a sequential numbering and lettering outline separated into subsections.

Rules are codified quarterly in the *Code*. Supplement release dates are printed on the footers of each chapter.

First Quarter: January 1 - March 31

Second Quarter: April 1 - June 30

Third Quarter: July 1 - September 30

Fourth Quarter: October 1 - December 31

For example, the first supplement for the first quarter of 2019 is cited as Supp. 19-1.

Please note: The Office publishes by chapter, not by individual rule section. Therefore there might be only a few sections codified in each chapter released in a supplement. Historical notes at the end of a section provide an effective date and information when a rule was last updated.

AUTHENTICATION OF PDF CODE CHAPTERS

The Office began to authenticate chapters of the *Administrative Code* in Supp. 18-1 to comply with A.R.S. § 41-1012(B) and A.R.S. § 5302(1), (2)(d) through (e), and (3)(d) through (e).

A certification verifies the authenticity of each *Code* chapter posted as it is released by the Office of the Secretary of State. The authenticated pdf of the *Code* includes an integrity mark with a certificate ID. Users should check the validity of the signature, especially if the pdf has been downloaded. If the digital signature is invalid it means the document’s content has been compromised.

HOW TO USE THE CODE

Rules may be in effect before a supplement is released by the Office. Therefore, the user should refer to issues of the *Arizona Administrative Register* for recent updates to rule Sections.

ARIZONA REVISED STATUTE REFERENCES

The Arizona Revised Statutes (A.R.S.) are available online at the Legislature’s website, www.azleg.gov. An agency’s authority

note to make rules is often included at the beginning of a chapter. Other Arizona statutes may be referenced in rule under the A.R.S. acronym.

SESSION LAW REFERENCES

Arizona Session Law references in a chapter can be found at the Secretary of State’s website, under Services-> Legislative Filings.

EXEMPTIONS FROM THE APA

It is not uncommon for an agency to be exempt from the steps outlined in the rulemaking process as specified in the Arizona Administrative Procedures Act, also known as the APA (Arizona Revised Statutes, Title 41, Chapter 6, Articles 1 through 10). Other agencies may be given an exemption to certain provisions of the Act.

An agency’s exemption is written in law by the Arizona State Legislature or under a referendum or initiative passed into law by Arizona voters.

When an agency files an exempt rulemaking package with our Office it specifies the law exemption in what is called the preamble of rulemaking. The preamble is published in the *Register* online at www.azsos.gov/rules, click on the *Administrative Register* link.

Editor’s notes at the beginning of a chapter provide information about rulemaking sections made by exempt rulemaking. Exempt rulemaking notes are also included in the historical note at the end of a rulemaking Section.

The Office makes a distinction to certain exemptions because some rules are made without receiving input from stakeholders or the public. Other exemptions may require an agency to propose exempt rules at a public hearing.

EXEMPTIONS AND PAPER COLOR

At one time the office published exempt rules on either blue or green paper. Blue meant the authority of the exemption was given by the Legislature; green meant the authority was determined by a court order. In 2001 the Office discontinued publishing rules using these paper colors.

PERSONAL USE/COMMERCIAL USE

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Rhonda Paschal, managing rules editor, assisted with the editing of this chapter.



Administrative Rules Division
The Arizona Secretary of State electronically publishes each A.A.C. Chapter with a digital certificate. The certificate-based signature displays the date and time the document was signed and can be validated in Adobe Acrobat Reader.

TITLE 4. PROFESSIONS AND OCCUPATIONS

CHAPTER 9. REGISTRAR OF CONTRACTORS

(Authority: A.R.S. § 32-1101 et seq.)

ARTICLE 1. GENERAL PROVISIONS

Table listing sections R4-9-101 through R4-9-131 with their respective titles and page numbers. Includes sections like Definitions, Commercial Contractor License Classifications, Residential Contractor License Classifications, etc.

CHAPTER 9. REGISTRAR OF CONTRACTORS

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

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-1 Acoustical Systems
- C-3 Awnings, Canopies, Carports and Patio Covers
- C-4 Boilers, Steamfitting and Process Piping
- C-6 Swimming Pool Service and Repair
- C-7 Carpentry
- C-8 Floor Covering
- C-9 Concrete
- C-10 Drywall
- C-11 Electrical
- C-12 Elevators
- C-14 Fencing
- C-15 Blasting
- C-16 Fire Protection Systems
- C-21 Hardscaping and Irrigation Systems
- C-24 Ornamental Metals
- C-27 Lightweight Partitions
- C-31 Masonry
- C-34 Painting and Wall Covering
- C-36 Plastering
- C-37 Plumbing
- C-38 Signs
- C-39 Air Conditioning and Refrigeration

- C-40 Insulation
- C-41 Septic Tanks and Systems
- C-42 Roofing
- C-45 Sheet Metal
- C-48 Ceramic, Plastic and Metal Tile
- C-49 Refrigeration
- C-53 Water Well Drilling
- C-54 Water Conditioning Equipment
- C-56 Welding
- C-57 Wrecking
- C-58 Comfort Heating, Ventilating, Evaporative Cooling
- C-60 Finish Carpentry
- C-61 Carpentry, Remodeling and Repairs
- C-63 Appliances
- C-65 Glazing
- C-67 Low Voltage Communication Systems
- C-70 Reinforcing Bar and Wire Mesh
- 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
12. Public right-of-ways

Also included are the scopes of work allowed by the A-4 through A-19. This classification does not include work authorized by the B-1, B-2, B-, or B-3 scopes.

A-4 DRILLING

This classification allows the licensee to drill, including 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

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5. Compacting
6. Filling
This license does not allow the licensee to excavate for water, gas or oil wells.
- A-7 PIERS AND FOUNDATIONS
This classification allows the licensee to install 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
This classification allows the licensee to construct, service, and repair 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
This classification allows the licensee to install and repair architectural and structural steel and aluminum materials common to the industry. This classification also includes reinforcing steel and field layout, cutting, assembly, and erection by welding, bolting, wire tying or riveting.
- A-12 SEWERS, DRAINS AND PIPE LAYING
This classification allows the licensee to install and repair 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
This classification allows the licensee to install 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. Only permitted as it pertains to the larger scope of work, the classification also permits excavation and grading 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
This classification allows the licensee to apply seal coating to asphalt paving surfaces. This classification also allows repair of surface cracks and application of painted marking symbols.
- A-16 WATERWORKS
This classification allows the licensee to perform 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
This classification allows the licensee to install, alter, and repair transmission lines on public right-of-ways, including erection of poles, guying systems, tower line erection, cellular and communication towers, street lighting of all voltages, and all underground systems including ducts for signal, communication, and similar installations. This classification also allows the licensee to install transformers, circuit breakers, capacitors, primary metering devices and other related equipment of all commercial electrical construction.
- A-19 SWIMMING POOLS, INCLUDING SOLAR
This classification allows the licensee to perform the same scope of work permitted by the A-9 but also includes installation and repair of solar heating devices.
- B-1 GENERAL COMMERCIAL CONTRACTOR
This classification allows the licensee to construct, alter, and repair in connection with any structure built, being built, or to be built for the support, shelter, and enclosure of persons, animals, 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.
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
For projects of \$2,000,000 or less including labor and materials, this classification allows the licensee to perform 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, 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.
Work related to electrical, plumbing, fire protection systems, 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-, B-3, or residential scopes.
- C-1 ACOUSTICAL SYSTEMS
This classification allows the licensee to install and repair pre-manufactured acoustical ceiling and wall systems.
This classification does not allow the licensee to install or repair electrical or mechanical systems.
- C-3 AWNINGS, CANOPIES, CARPORTS AND PATIO COVERS
This classification allows the licensee to place concrete footings and concrete slabs as required for the licensee to install and repair:
 1. Window awnings
 2. Door hoods
 3. Freestanding or attached canopies
 4. Carport and patio covers constructed of metal, fabric, fiberglass, or plastic

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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.
6. Fascia panels
7. Flashing and skirting
8. Exterior, detached metal storage units not to exceed 120 square feet
- This classification does not allow the licensee to install or repair electrical, plumbing, or air conditioning systems.
- C-4 BOILERS, STEAMFITTING AND PROCESS PIPING
- This classification allows the licensee to install, alter, and repair 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
- This classification allows the licensee to replace and repair commercial pools and accessories including all existing connections and equipment. Plumbing connections to a potable water system, gas lines, gas chlorine systems, and electrical work beyond the first disconnect must be subcontracted to a properly licensed contractor.
- This classification does not allow the licensee to perform a complete replacement of plaster or pebble pool interiors and decks.
- C-7 CARPENTRY
- This classification allows the licensee to install and repair:
1. Rough carpentry
 2. Finish carpentry
 3. Hardware
 4. Millwork
 5. Metal studs
 6. Metal doors or door frames
 7. Windows
- C-8 FLOOR COVERING
- This classification allows the licensee to prepare a surface as required for the licensee to install and repair the following floor covering materials:
1. Carpet
 2. Floor tile
 3. Wood
 4. Linoleum
 5. Vinyl
 6. Asphalt
 7. Rubber
 8. Concrete coatings
- C-9 CONCRETE
- This classification allows the licensee to install and repair concrete, concrete products, and accessories common to the industry.
- This classification also allows the licensee to perform trenching, excavating, backfilling, and grading in connection with concrete construction.
- C-10 DRYWALL
- This classification allows the licensee to install and repair:
1. Gypsum wall board
 2. Ceiling grid systems
 3. Movable partitions
 4. Wall board tape and texture
 5. Non-load bearing, lightweight, steel wall partitions
- C-11 ELECTRICAL
- This classification allows the licensee to install, alter, and repair 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.
- This classification also allows the licensee to install, alter, and repair all outside, overhead, and underground electrical construction and all wiring in or on any building of less than 600 volts, but does not permit work in public right-of-ways.
- C-12 ELEVATORS
- This classification allows the licensee to install and repair:
1. Elevators
 2. Dumbwaiters
 3. Escalators
 4. Moving walks and ramps
 5. Stage and orchestra lifts
- C-14 FENCING
- This classification allows the licensee to install and repair:
1. Metal, wood, and cement block fencing
 2. Automatic gates
 3. Fire access strobes
 4. Highway guard rails
 5. Cattle guards
 6. Low voltage U.L. approved electrical fence protective devices of less than 25 volts and 100 watts
- This classification does not allow the licensee to install or repair retaining walls.
- C-15 BLASTING
- 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:
1. Excavation
 2. Demolition
 3. Geological exploration
 4. Mining
 5. Construction related blasting
- C-16 FIRE PROTECTION SYSTEMS
- This classification allows the licensee to install, alter, and repair 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

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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-21 HARDSCAPING AND IRRIGATION SYSTEMS

This classification allows the licensee to install, alter, and repair:

1. Non-loadbearing concrete
2. Uncovered patios, walkways, driveways made of brick, stone, pavers or gravel
3. Wooden decks no higher than 29 inches above finish grade
4. Decorative garden walls up to six feet from finish grade
5. Fences and screens up to six feet from finish grade
6. Retaining walls up to three feet from the finish grade of the lower elevation
7. Free standing fire pits, fireplaces, or barbeques – electric, plumbing, and gas must be subcontracted to a properly licensed contractor
8. Low voltage landscape lighting
9. 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
10. 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

With the exception of free standing fire pits, fireplaces, or barbeques, 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, concrete driveways, load bearing walls, or perimeter fencing.

C-24 ORNAMENTAL METALS

This classification allows the licensee to install, alter, 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 or stairs.

C-27 LIGHTWEIGHT PARTITIONS

This classification allows the licensee to install light-weight (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 sandblasting 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-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 and 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

C-34 PAINTING AND WALL COVERING

This classification allows the licensee to perform surface preparation to install, apply or repair:

1. Wallpaper
2. Wall covering cloth
3. Wall covering vinyl
4. Decorative texture
5. Paint
6. Liquid floor and wall coatings

C-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)

C-37 PLUMBING

This classification allows the licensee to install, alter, and repair all plumbing when performed solely within property lines and not on public easements or right-of-ways, except as hereinafter provided.

This classification also allows the licensee to perform 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

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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-38 SIGNS

This classification allows the licensee to install and repair posts, poles, supports, paint, and electrical wiring as required for the licensee to install and repair:

1. Signs
2. Displays
3. Flagpoles

C-39 AIR CONDITIONING AND REFRIGERATION

This classification allows the licensee to install, alter, and repair refrigeration and evaporative cooling systems.

This classification also allows the licensee to perform 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.

This classification also allows the licensee to perform 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-40 INSULATION

This classification allows the licensee to install and repair:

1. Insulation materials, including radiant barriers
2. Preformed architectural acoustical materials
3. Insulation protecting materials

C-41 SEPTIC TANKS AND SYSTEMS

This classification allows the licensee to excavate, install and repair pipe, backfill, and compact soil as required for the licensee to install and repair:

1. Septic tanks
2. Aerobic digesters
3. Leaching fields

C-42 ROOFING

This classification allows the licensee to apply, repair, or install weatherproofing (i.e. asphaltum, pitch, tar, felt, glass fabric, flax, or other commonly used materials or systems) or roof accessories (i.e. flashing, valleys, gravel stops, or sheet metal) as required for the licensee to install and 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 10 percent of the total roof substrate square footage as it relates to issues with substrate discovered after execution of the initial contract. Replacing more than 10 percent of the roof substrate square footage as it relates to issues with substrate discovered after execution of the initial contract requires licensee to subcontract work to a properly licensed contractor.

This classification also allows the licensee to install new or replace existing skylights where it does not require changes to the roof framing or roof structure and replace fascia not to exceed 24 linear feet.

Licensee may lift HVAC equipment to allow for proper installation of roofing material. However, the licensee must subcontract work to a properly licensed contractor if HVAC equipment ducting requires any modification to allow for proper installation of roofing material.

C-45 SHEET METAL

This classification allows the licensee to install and repair:

1. Sheet metal
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

C-48 CERAMIC, PLASTIC AND METAL TILE

This classification allows the licensee to prepare a surface as required for the licensee to install and repair the following tile products on horizontal and vertical surfaces:

1. Ceramic
2. Clay
3. Faience
4. Metal

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5. Mosaic
6. Glass mosaic
7. Paver
8. Plastic
9. Quarry and stone tiles such as marble or slate
10. Terrazzo
Installation of shower doors and tub enclosures are included when a part of the original contract.
- C-49 **REFRIGERATION**
This classification allows the licensee to install, alter, and repair refrigeration equipment and systems used for processing, storage, and display of food products and other perishable commodities.
This classification 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**
This classification allows the licensee to 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-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 and 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
- C-56 **WELDING**
This classification allows the licensee to weld metals.
- C-57 **WRECKING**
This classification allows the licensee to install and 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.
- C-58 **COMFORT HEATING, VENTILATING, EVAPORATIVE COOLING**
This classification allows the licensee to install, alter, and repair 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-60 **FINISH CARPENTRY**
This classification allows the licensee to install and 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
- C-61 **CARPENTRY, REMODELING AND REPAIRS**
For projects of \$50,000 or less including labor and materials, this classification allows the licensee to perform all general remodeling, additions, replacements, and repairs to existing structures.
Work related to electrical, plumbing, air conditioning systems, and boilers must be subcontracted to an appropriately licensed contractor.
- C-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.
- C-65 **GLAZING**
This classification allows the licensee to install and repair weatherproofing, caulking, sealants, and adhesives as required for the licensee to install and repair:
1. Glass products
2. Window film
3. Window treatments, such as blinds or shutters
4. Steel and aluminum glass holding members
- C-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, and repair:
1. Alarm systems
2. Telephone systems
3. Sound systems
4. Intercommunication systems
5. Public addressing systems

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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)
- C-70 REINFORCING BAR AND WIRE MESH
 This classification allows the licensee to install and repair:
1. Reinforcing bar
 2. Post-tension
 3. Wire mesh
- C-74 BOILERS, STEAMFITTING AND PROCESS PIPING, INCLUDING SOLAR
 This classification allows the licensee to install, alter, and repair 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
 This classification allows the licensee to install, alter, and repair all plumbing including solar, when performed solely within property lines and not on public easements or right-of-ways except as hereinafter provided.
- This classification also allows for 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
 This classification allows the licensee to install, alter, and repair 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
 This classification allows the licensee to install, alter, and repair refrigeration and evaporative cooling systems, including solar.
- This classification also allows for 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.
- This classification also allows for 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). Amended by final rulemaking at 23 A.A.R. 1029, effective June 11, 2017 (Supp. 17-2). Amended by final

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rulemaking at 23 A.A.R. 2525, effective November 5, 2017 (Supp. 17-3).

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 Sport Court Accessories
- B-5 General Swimming Pool Contractor
- B-5R Swimming Pool 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-1 Acoustical Systems
- R-2 Excavating, Grading and Oil Surfacing
- R-3 Awnings, Canopies, Carports and Patio Covers
- R-4 Boilers, Steamfitting and Process Piping
- R-6 Swimming Pool Service and Repair
- R-7 Carpentry
- R-8 Floor Covering
- R-9 Concrete
- R-10 Drywall
- R-11 Electrical
- R-12 Elevators
- R-13 Asphalt Paving
- R-14 Fencing
- R-15 Blasting
- R-16 Fire Protection
- R-17 Structural Steel and Aluminum
- R-21 Hardscaping and Irrigation Systems
- R-22 House Moving
- R-24 Ornamental Metals
- R-31 Masonry
- R-34 Painting and Wall Covering
- R-36 Plastering
- R-37 Plumbing, Including Solar
- 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
- R-38 Signs
- R-39 Air Conditioning and Refrigeration, Including Solar
- R-39R Air Conditioning and Refrigeration
- R-39R Temperature Control Systems
- R-39R Warm Air Heating, Evaporative Cooling and Ventilating
- R-39R Evaporative Cooling and Ventilators
- R-40 Insulation
- R-41 Septic Tanks and Systems
- R-42 Roofing
- R-45 Sheet Metal
- R-48 Ceramic, Plastic and Metal Tile
- R-53 Drilling
- R-54 Water Conditioning Equipment

- R-56 Welding
- R-57 Wrecking
- R-60 Finish Carpentry
- R-61 Carpentry, Remodeling and Repairs
- R-62 Minor Home Improvements
- R-63 Appliances
- R-65 Glazing
- R-67 Low Voltage Communication Systems
- R-70 Reinforcing Bar and Wire Mesh

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:

B- GENERAL RESIDENTIAL CONTRACTOR

This classification allows the licensee to construct and repair all or any part of a residential structure or appurtenance. 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.

B-3 GENERAL REMODELING AND REPAIR CONTRACTOR

This classification allows the licensee to remodel and repair 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 R-7 carpentry classification is included within this scope.

B-4 GENERAL RESIDENTIAL ENGINEERING CONTRACTOR

This classification allows the licensee to construct and repair 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.

B-4R Sport Court Accessories

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.

B-5 GENERAL SWIMMING POOL CONTRACTOR

This classification allows the licensee to construct and repair 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.

B-5R Swimming Pool Covers

B-5R Factory Fabricated Pools & Accessories

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.

B-6 GENERAL SWIMMING POOL CONTRACTOR, INCLUDING SOLAR

This classification allows the licensee to perform the same scope of work permitted by the B-5 (including all B-5R subclassifications) but also includes installation and repair of solar heating devices.

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- B-10 PREMANUFACTURED SPAS AND HOT TUBS**
This classification allows the licensee to construct and repair 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.
- R-1 ACOUSTICAL SYSTEMS**
This classification allows the licensee to install and repair pre-manufactured acoustical ceiling and wall systems.
This classification does not allow the licensee to install or repair electrical or mechanical systems.
- R-2 EXCAVATING, GRADING AND OILSURFACING**
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:
1. Digging
 2. Trenching
 3. Grading
 4. Horizontal boring
 5. Compacting
 6. Filling
- R-3 AWNINGS, CANOPIES, CARPORTS AND PATIO COVERS**
This classification allows the licensee to place concrete footings and concrete slabs as required for the licensee to install and repair:
1. Window awnings
 2. Door hoods
 3. Freestanding or attached canopies
 4. Carport and patio covers constructed of metal, fabric, fiberglass, or plastic
 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.
 6. Fascia panels
 7. Flashing and skirting
 8. Exterior, detached metal storage units, not to exceed 200 square feet
- This classification does not allow the licensee to install or repair electrical, plumbing, or air conditioning systems.
- R-4 BOILERS, STEAMFITTING AND PROCESS PIPING**
This classification allows the licensee to install, alter, and repair 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.
- R-6 SWIMMING POOL SERVICE AND REPAIR**
This classification allows the licensee to service and perform 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 allow the licensee to perform a complete replacement of plaster or pebble pool interiors and decks.
- R-7 CARPENTRY**
This classification allows the licensee to install and repair:
1. Rough carpentry
 2. Finish carpentry
 3. Hardware
 4. Millwork
 5. Metal studs
 6. Metal doors or door frames
 7. Windows
- R-8 FLOOR COVERING**
This classification allows the licensee to prepare a surface as required for the licensee to install and repair the following floor covering materials:
1. Carpet
 2. Floor tile
 3. Wood
 4. Linoleum
 5. Vinyl
 6. Asphalt
 7. Rubber
 8. Concrete coatings
- R-9 CONCRETE**
This classification allows the licensee to install and repair concrete, concrete products, and accessories common to the industry.
- R-10 DRYWALL**
This classification allows the licensee to install and repair:
1. Gypsum wall board
 2. Ceiling grid systems as supporting members for gypsum drywall
 3. Movable partitions
 4. Wall board tape and texture
 5. Non-load bearing, lightweight, steel wall partitions
- R-11 ELECTRICAL**
This classification allows the licensee to install and repair residential electrical systems.
- R-12 ELEVATORS**
This classification allows the licensee to install and repair:
1. Elevators
 2. Dumbwaiters
 3. Escalators
 4. Moving walks and ramps
 5. Stage and orchestra lifts
- R-13 ASPHALT PAVING**
This classification allows the licensee to install and repair paved areas using materials and methods common to the industry, including asphalt curbs, concrete bumper curbs, headers, and striping.
- R-14 FENCING**
This classification allows the licensee to install and repair:
1. Metal, wood, and cement block fencing
 2. Automatic gates
 3. Fire access strobes

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4. Cattle guards
5. Low voltage U.L. approved electrical fence protective devices of less than 25 volts and 100 watts
- This classification does not allow the licensee to install or repair retaining walls.
- R-15 **BLASTING**
- 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:
1. Excavation
 2. Demolition
 3. Construction related blasting
- R-16 **FIRE PROTECTION SYSTEMS**
- This classification allows the licensee to install and repair fire prevention and fire protection systems including all mechanical apparatus, devices, piping, and equipment common to the fire protection industry. Installation and repair of low voltage signaling systems are also permitted by the R-16 but installation and repair of all other electrical devices, apparatus, and wiring must be subcontracted to a properly licensed contractor.
- R-17 **STRUCTURAL STEEL AND ALUMINUM**
- This classification allows the licensee to install and repair architectural and structural steel and aluminum materials common to the industry.
- This classification also includes reinforcing steel and field layout, cutting, assembly, and erection by welding, bolting, wire tying or riveting.
- R-21 **HARDSCAPING AND IRRIGATION SYSTEMS**
- This classification allows the licensee to install, alter, and repair:
1. Non-loadbearing concrete
 2. Uncovered patios, walkways, driveways made of brick, stone, pavers or gravel
 3. Wooden decks no higher than 29 inches above finish grade
 4. Decorative garden walls up to six feet from finish grade
 5. Fences and screens up to six feet from finish grade
 6. Retaining walls up to three feet from the finish grade of the lower elevation
 7. Free standing fire pits, fireplaces, or barbeques – electric, plumbing, and gas must be subcontracted to a properly licensed contractor
 8. Low voltage landscape lighting
 9. 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
 10. 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
 11. Residential outdoor misting systems. Freestanding or attached to existing appurtenance, not more than 1000 PSI.
 12. Free standing and uncovered outdoor kitchens – electric, plumbing, and gas must be subcontracted to a properly licensed contractor
- With the exception of free standing fire pits, fireplaces, or barbeques, this classification does not allow the licensee to install, contract for, or subcontract new electrical service panels, gas or plumbing lines, blasting, covered outdoor kitchens, gazebos, room additions, swimming pools, pool deck coatings, barbeques, concrete driveways, load bearing walls, or perimeter fencing.
- R-22 **HOUSE MOVING**
- This classification allows the licensee to disconnect utilities, but connection of utilities and construction of foundations are not permitted.
- R-24 **ORNAMENTAL METALS**
- This classification allows the licensee to install, alter, 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 or stairs.
- R-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 and 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
- R-34 **PAINTING AND WALL COVERING**
- This classification allows the licensee to perform surface preparation to install, apply, and repair:
1. Wallpaper
 2. Wall covering cloth
 3. Wall covering vinyl
 4. Decorative texture
 5. Paint
 6. Liquid floor and wall coatings
- R-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)
- R-37 **PLUMBING, INCLUDING SOLAR**
- This classification allows the licensee to install and repair water and gas piping systems, fire protection as

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it relates to water sprinkler 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 R-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-38 SIGNS

This classification allows the licensee to install and repair posts, poles, supports, paint, and electrical wiring as required for the licensee to install and repair:

1. Signs
2. Displays
3. Flagpoles

R-39 AIR CONDITIONING AND REFRIGERATION, INCLUDING SOLAR

This classification allows the licensee to install and repair 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 R-39R subclassifications.

- R-39R Air Conditioning and Refrigeration
- R-39R Temperature Control Systems
- R-39R Warm Air Heating, Evaporative Cooling and Ventilating
- R-39R Evaporative Cooling and Ventilators

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-40 INSULATION

This classification allows the licensee to install and repair:

1. Insulation materials, including radiant barriers
2. Preformed architectural acoustical materials
3. Insulation protecting materials

R-41 SEPTIC TANKS AND SYSTEMS

This classification allows the licensee to excavate, install and repair pipe, backfill, and compact soil as required for the licensee to install and repair:

1. Septic tanks
2. Aerobic digesters

3. Leaching fields

R-42 ROOFING

This classification allows the licensee to apply, repair, or install weatherproofing (i.e. asphaltum, pitch, tar, felt, glass fabric, flax, or other commonly used materials or systems) or roof accessories (i.e. flashing, valleys, gravel stops, or sheet metal) as required for the licensee to install and 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 10 percent of the total roof substrate square footage as it relates to issues with substrate discovered after execution of the initial contract. Replacing more than 10 percent of the roof substrate square footage as it relates to issues with substrate discovered after execution of the initial contract requires licensee to subcontract work to a properly licensed contractor.

This classification also allows the licensee to install new or replace existing skylights where it does not require changes to the roof framing or roof structure and replace fascia not to exceed 24 linear feet.

Licensee may lift HVAC equipment to allow for proper installation of roofing material. However, the licensee must subcontract work to a properly licensed contractor if HVAC equipment ducting requires any modification to allow for proper installation of roofing material.

R-45 SHEET METAL

This classification allows the licensee to install and repair:

1. Sheet metal
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

R-48 CERAMIC, PLASTIC AND METAL TILE

This classification allows the licensee to prepare a surface as required for the licensee to install and 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 and stone tiles such as marble or slate
10. Terrazzo

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- Installation of shower doors and tub enclosures are included when a part of the original contract.
- R-53 DRILLING
This classification allows the licensee to install and repair wells, including test boring, exploratory drilling and all materials and devices common to the industry.
- R-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 and 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
- R-56 WELDING
This classification allows the licensee to weld metals.
- R-57 WRECKING
This classification allows the licensee to install and 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.
- R-60 FINISH CARPENTRY
This classification allows the licensee to install and 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
- R-61 CARPENTRY, REMODELING AND REPAIRS
For projects of \$50,000 or less including labor and materials, this classification allows the licensee to perform all general remodeling, additions, replacements, and repairs to existing structures.
Work related to electrical, plumbing, air conditioning systems, and boilers must be subcontracted to an appropriately licensed contractor.
- R-62 MINOR HOME IMPROVEMENTS
For projects of \$5,000 or less including labor and materials, this classification allows the licensee to perform remodeling, repairs, and improvements to existing structures or appurtenances. 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).
Any work related to electrical, plumbing, air conditioning systems, and boilers must be subcontracted to an appropriately licensed contractor.
- R-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.
- R-65 GLAZING
This classification allows the licensee to install and repair weatherproofing, caulking, sealants, and adhesives as required for the licensee to assemble, install and repair:
1. Glass products
 2. Window film
 3. Window treatments, such as blinds or shutters
 4. Steel and aluminum glass holding members
- R-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 and 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)
- R-70 REINFORCING BAR AND WIRE MESH
This classification allows the licensee to install and repair:
1. Reinforcing bar
 2. Post-tension
 3. Wire mesh

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 typo-

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graphical errors (Supp. 99-4). Amended by final rulemaking at 20 A.A.R. 568, effective July 1, 2014 (Supp. 14-1). Amended by final rulemaking at 23 A.A.R. 2525, effective November 5, 2017 (Supp. 17-3).

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 Hardscaping 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-63 Appliances
- CR-65 Glazing
- CR-66 Seal Coating
- CR-67 Low Voltage Communication Systems
- CR-69 Asphalt Paving
- CR-70 Reinforcing Bar and Wire Mesh

- 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 scopes 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 scopes 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 scopes 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 scopes 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 scopes 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 scopes of work permitted by the commercial C-1 Acoustical Systems and the residential R-1 Acoustical Systems licenses.

CR-2 EXCAVATING, GRADING AND OIL SURFACING

This classification allows the scopes 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

This classification allows the scopes of work permitted by the commercial C-3 Awnings, Canopies, Carports and Patio Covers and the residential R-3 Awnings, Canopies, Carports and Patio Covers licenses.

CR-4 BOILERS, STEAMFITTING AND PROCESS PIPING

This classification allows the scopes of work permitted by the commercial C-4 Boilers, Steamfitting and Process Piping and the residential R-4 Boilers, Steamfitting and Process Piping licenses.

CR-5 (AS RESTRICTED BY REGISTRAR)

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- CR-6 SWIMMING POOL SERVICE AND REPAIR
This classification allows the scopes of work permitted by the commercial C-6 Swimming Pool Service and Repair and the residential R-6 Swimming Pool Service and Repair licenses.
- CR-7 CARPENTRY
This classification allows the scopes of work permitted by the commercial C-7 Carpentry and the residential R-7 Carpentry licenses.
- CR-8 FLOOR COVERING
This classification allows the scopes of work permitted by the commercial C-8 Floor Covering and the residential R-8 Floor Covering licenses.
- CR-9 CONCRETE
This classification allows the scopes of work permitted by the commercial C-9 Concrete and the residential R-9 Concrete licenses.
- CR-10 DRYWALL
This classification allows the scopes of work permitted by the commercial C-10 Drywall and the residential R-10 Drywall licenses.
- CR-11 ELECTRICAL
This classification allows the scopes of work permitted by the commercial C-11 Electrical and residential R-11 Electrical licenses.
- CR-12 ELEVATORS
This classification allows the scopes of work permitted by the commercial C-12 Elevators and the residential R-12 Elevators licenses.
- CR-14 FENCING
This classification allows the scopes of work permitted by the commercial C-14 Fencing and the residential R-14 Fencing licenses.
- CR-15 BLASTING
This classification allows the scopes of work permitted by the commercial C-15 Blasting and the residential R-15 Blasting licenses.
- CR-16 FIRE PROTECTION SYSTEMS
This classification allows the scopes of work permitted by the commercial C-16 Fire Protection Systems and the residential R-16 Fire Protection licenses.
- CR-17 STEEL AND ALUMINUM ERECTION
This classification allows the scopes of work permitted by the commercial A-11 Steel and Aluminum Erection and the residential R-17 Structural Steel and Aluminum licenses.
- CR-21 HARDSCAPING AND IRRIGATION SYSTEMS
This classification allows the scopes of work permitted by the commercial C-21 Hardscaping and Irrigation Systems and the residential R-21 Hardscaping and Irrigation Systems licenses.
Upon the effective date of these rules, existing CR-21 Landscaping and Irrigation Systems licenses will be reclassified as CR-21 Hardscaping and Irrigation Systems.
- CR-24 ORNAMENTAL METALS
This classification allows the scopes of work permitted by the commercial C-24 Ornamental Metals and the residential R-24 Ornamental Metals licenses.
- CR-29 MACHINERY (AS RESTRICTED BY THE REGISTRAR)
- CR-31 MASONRY
This classification allows the scopes of work permitted by the commercial C-31 Masonry and the residential R-31 Masonry licenses.
- CR-34 PAINTING AND WALL COVERING
This classification allows the scopes of work permitted by the commercial C-34 Painting and Wall Covering and the residential R-34 Painting and Wall Covering licenses.
- CR-36 PLASTERING
This classification allows the scopes of work permitted by the commercial C-36 Plastering and the residential R-36 Plastering licenses.
- CR-37 PLUMBING
This classification allows the scopes of work permitted by the commercial C-37 Plumbing and the residential R-37R Plumbing licenses.
- CR-38 SIGNS
This classification allows the scopes of work permitted by the commercial C-38 Signs and the residential R-38 Signs licenses.
- CR-39 AIR CONDITIONING AND REFRIGERATION
This classification allows the scopes 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 scopes of work permitted by the commercial C-40 Insulation and the residential R-40 Insulation licenses.
- CR-41 SEPTIC TANKS AND SYSTEMS
This classification allows the scopes of work permitted by the commercial C-56 Welding and the residential R-56 Welding licenses.
- CR-42 ROOFING
This classification allows the scopes of work permitted by the commercial C-42 Roofing and the residential R-42 Roofing licenses.
- CR-45 SHEET METAL
This classification allows the scopes of work permitted by the commercial C-45 Sheet Metal and the residential R-45 Sheet Metal licenses.
- CR-48 CERAMIC, PLASTIC AND METAL TILE
This classification allows the scopes of work permitted by the commercial C-48 Ceramic, Plastic and Metal Tile and the residential R-48 Ceramic, Plastic and Metal Tile licenses.
- CR-53 WATER WELL DRILLING
This classification allows the scopes 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 scopes of work permitted by the commercial C-54 Water Conditioning Equipment and the residential R-54 Water Conditioning Equipment licenses.

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- CR-56 WELDING
This classification allows the scopes of work permitted by the commercial C-56 Welding and the residential R-56 Welding licenses.
- CR-57 WRECKING
This classification allows the scopes of work permitted by the commercial C-57 Wrecking and the residential R-57 Wrecking licenses.
- CR-58 COMFORT HEATING, VENTILATING, EVAPORATIVE COOLING
This classification allows the scopes 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 scopes of work permitted by the commercial C-60 Finish Carpentry and the residential R-60 Finish Carpentry licenses.
- CR-61 CARPENTRY, REMODELING AND REPAIRS
This classification allows the scopes of work permitted by the commercial C-61 Carpentry, remodeling and Repairs and the residential R-61 Carpentry, remodeling and Repairs licenses.
- CR-62 REINFORCING BAR AND WIRE MESH
Upon the effective date of these rules, no new applications for the CR-62 Reinforcing Bar and Wire Mesh license classifications will be accepted, no new CR-62 licenses will be issued, and existing CR-62 licenses will be reclassified as CR-70 Reinforcing Bar and Wire Mesh.
- CR-63 APPLIANCES
This classification allows the scopes of work permitted by the commercial C-63 Appliances and the residential R-63 Appliances licenses.
- CR-65 GLAZING
This classification allows the scopes of work permitted by the commercial C-65 Glazing and the residential R-65 Glazing licenses.
- CR-66 SEAL COATING
This classification allows the scopes 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 scopes of work permitted by the commercial C-67 Low Voltage Communication Systems and the residential R-67 Low Voltage Communication Systems licenses.
- CR-69 ASPHALT PAVING
This classification allows the scopes of work permitted by the commercial A-14 Asphalt Paving and the residential R-13 Asphalt Paving licenses.
- CR-70 REINFORCING BAR AND WIRE MESH
This classification allows the scope of work permitted by the commercial C-70 Reinforcing Bar and Wire Mesh and the residential R-70 Reinforcing Bar and Wire Mesh licenses.
- CR-74 BOILERS, STEAMFITTING AND PROCESS PIPING, INCLUDING SOLAR
This classification allows the scopes 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 scopes 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 scopes 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 scopes 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 scopes 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). Amended by final rulemaking at 23 A.A.R. 2525, effective November 5, 2017 (Supp. 17-3).

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.

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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. Definitions.

1. *Statutes and Rules Examination.* The term “statutes and rules examination” means the examination required in A.R.S. § 32-1122(E)(2) addressing the qualifying party’s general knowledge of the contracting business in Arizona. The Registrar of Contractors statutory and regulatory examination addresses the qualifying party’s general knowledge of:
 - a. The building, safety, health, and lien laws of the state;
 - b. Administrative principles of the contracting business;
 - c. The rules adopted by the Registrar; and
 - d. Any matters deemed appropriate by the Registrar to determine that the qualifying party meets the requirements of Chapter 10, Title 32.
2. *Trade Examination.* The term “trade examination” means the examination required in A.R.S. § 32-1122(E)(2) addressing the qualifying party’s knowledge of the particular kind of work performed in the license classification. The trade examination addresses the qualifying party’s:
 - a. Qualification in the kind of work for which the applicant proposes to contract;
 - b. Knowledge and understanding of construction plans and specifications applicable to the particular industry or craft;
 - c. Knowledge and understanding of the standards of construction work and techniques and practices in the particular industry or craft;
 - d. General understanding of other related construction trades; and
 - e. Any matters deemed appropriate by the Registrar to determine that the qualifying party meets the requirements of Chapter 10, Title 32.

B. Frequency of Examinations. The Registrar, or a contracted testing service, must administer Registrar of Contractors statutory and regulatory examinations and trade examinations at least once a week.

C. Passing Grade. On each required examination, the qualifying party must receive a grade of at least 70%.

D. Retaking Examinations after Failure. If the qualifying party fails to receive a grade of at least 70% on an examination, the qualifying party may retake the examination only after waiting:

1. 30 calendar days from the first failure;
2. 30 calendar days from the second failure; and
3. 90 days from any other failure.

E. Waiver of the Trade Examination Requirement in A.R.S. § 32-1122.

1. Waiver of Trade Examination Requirement for a Qualifying Party from Another State.

a. *Authority for Waiver.* In addition to the Registrar’s authority in A.R.S. § 32-1122(E) to waive the examination requirement for a qualifying party in this state, the Registrar may waive the trade examination requirement for the qualifying party for a licensee in another state.

b. *Conditions for Waiver.* The Registrar may waive the trade examination requirement if records reflect that the qualifying party is currently or has previously been a qualifying party for a licensee in the other state in the same classification, or in a comparable classification, within the preceding five years.

2. *Extent of Waiver of Trade Examination Requirement for Any Qualifying Party. Waiver of Trade Examination Permitted.* The Registrar may waive the trade examination requirement with respect to the trade examination if:

- a. A qualifying party for a license in this state meets the conditions for waiver in A.R.S. § 32-1122(E); or
- b. A qualifying party for a license in another state meets the conditions for waiver in subsection (E)(1) of this rule.

F. Waiver of Experience Requirement in A.R.S. § 32-1122 based on Examination.

1. *Examination and Certification Cause for Waiver of Experience Requirement for a Qualifying Party.* By classification, the Registrar may administratively waive experience requirements, all or in part, based on:

- a. The applicant’s passing of an appropriate trade examination; or
- b. Proof of successful completion of an acceptable and nationally recognized certification.

2. *Timeliness of Examination and Certification.*

- a. An examination must have been passed not more than two years prior to application for consideration of waiver of experience.
- b. A certification must be valid at the time of application to be considered for waiver of experience.

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). Amended by final rulemaking at 23 A.A.R. 2525, effective November 5, 2017 (Supp. 17-3). Amended by final rulemaking at 24 A.A.R. 2419, effective January 1, 2019 (Supp. 18-3).

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.

Prior License	New License
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		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		C-29 Machinery (As Restricted by the Registrar)	
L-5 (As Restricted by the Registrar)	CR-5 (As Restricted by the Registrar)	L-31 Masonry	CR-31 Masonry
C-5 (As Restricted by the Registrar)		C-31 Masonry	
L-7 Carpentry	CR-7 Carpentry	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	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	R-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
C-10 Drywall		L-45 Sheet Metal	CR-45 Sheet Metal
		C-45 Sheet Metal	
		C-45R Premanufactured Fire Places	

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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	
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. Workmanship Standards

A. A contractor shall perform all work in a professional and workmanlike 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). Amended by final rulemaking at 23 A.A.R. 2525, effective November 5, 2017 (Supp. 17-3).

R4-9-109. Name of Licensee or Applicant

A. Definitions.

1. *Official Name of Record.* The term “official name of record” means either:
 - a. The name of the licensee on file at the Arizona Corporation Commission, if the licensee is a corporation or a limited liability company;
 - b. The name of the licensee on file at the Secretary of State’s Office, if the licensee is a partnership; or
 - c. The name of the licensee on a government-issued identification card, if the licensee is an individual operating as a sole proprietorship.
2. *Trade Name and DBA.* The terms “trade name” and “DBA” each mean the name in which the licensee actually does business as a contractor.

B. General Rules about the Licensee’s Name.

1. *Names on a License.* On any license issued by the Registrar, the Registrar must include:
 - a. The licensee’s official name of record, and
 - b. Any trade name used with that license.
2. *Name on the Bond.* Every name on the licensee’s license must be on the license bond exactly as it appears on the license.
3. *Licensee’s Name and the License Scope.* Neither a licensee’s official name of record nor its trade name may include, reference, or suggest a scope of work that is not included in the scope of the license issued by the Registrar. This prohibition does not apply if:
 - a. The licensee holds a separate license with a scope that is included, referenced, or suggested by the licensee’s name; or
 - b. The licensee:
 - i. Does not use the official name of record to do business as a contractor, and
 - ii. Uses instead a trade name that does not include, reference, or suggest a scope of

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work that is not included in the scope of the license.

- 4. *Conducting Business Using a Name on the License.* Any time a licensee conducts business in Arizona as a contractor, the licensee must conduct that business using either the official name of record or the trade name on the license issued by the Registrar.

C. Rules about the Licensee’s Name at the Time of a License Application.

- 1. *Evidence of Official Name of Record.* When applying for a license, the applicant must provide the Registrar with satisfactory evidence of the applicant’s official name of record.
- 2. *Applicant’s Name as Basis for Denial.* The Registrar may deny an application for a license if:
 - a. The issued license would violate this Rule; or
 - b. Conducting business as a contractor using any name on the license would, under A.R.S. § 32-1154(A)(15), constitute any false, misleading, or deceptive advertising whereby any member of the public may be misled and injured.

D. Rules about the Licensee’s Request to Change Its Name on a License. If a licensee requests in writing that the Registrar change one or more names on a license, the Registrar must grant the request if:

- 1. There has been No change in the legal form of the licensee;
- 2. There has been No change in the ownership of the licensee;
- 3. The licensee provides a bond rider;
- 4. Every requested name is printed on the bond rider exactly;
- 5. The licensee provides the fee for the name change; and
- 6. The requested name does not violate this Rule or any provision in Chapter 10, Title 32.

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). Amended by final rulemaking at 23 A.A.R. 2525, effective November 5, 2017 (Supp. 17-3).

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;
 - 2. Change of a controlling partner in a partnership;
 - 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. Opting Out of Dual License Classifications

- A.** Unless prohibited by another rule, if a contractor holds a dual license, then that contractor may, at the time of the license’s renewal, choose:
 - 1. To retain the dual license;
 - 2. To designate the license as commercial; or
 - 3. To designate the license as residential.
- B.** If a license is designated as either commercial or residential under this Rule, that designation is permanent.

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). New Section made by final rulemaking at 23 A.A.R. 2525, effective November 5, 2017 (Supp. 17-3).

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
	\$10,000,000 or more	\$100,000

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2. Specialty Commercial Contracting	Less than \$150,000	\$2,500
	\$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 limita-

tions 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. Time Frames for New Licenses.**
 - 1. Overall Time Frame for Issuing New Licenses. When deciding whether to grant or deny a new contractor's license, the Registrar must operate within an overall time frame of 60 calendar days.
 - 2. Administrative Completeness Review Time Frame. During the overall time frame of 60 calendar days, the Registrar must perform the administrative completeness review within 20 days.
 - 3. Substantive Review Time Frame. During the overall time frame of 60 calendar days, the Registrar must perform the substantive review within 40 days.
- B. Return of License Application.**
 - 1. Registrar's Right to Return Application. The Registrar may return an application if the Registrar:
 - a. Issues either:
 - i. A written notice of deficiencies under A.R.S. § 41-1074; or
 - ii. A comprehensive written request for additional information under A.R.S. § 41-1075; and
 - b. Does not receive within 30 calendar days information sufficiently responsive to either the notice or the request.
 - 2. Consequences for Fees. If the Registrar returns an application, then:
 - a. The applicant forfeits the application fee; but
 - b. The Registrar must return all other license fees.
 - 3. Resubmission Requires New Fee. If the applicant resubmits a license application that has been returned, then the applicant must pay a new application fee.
- C. Withdrawal of the License Application.**

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1. Applicant's Right to Withdraw. An applicant may withdraw its license application at any time.
2. Written Request. The applicant's request for withdrawal must be in writing.
3. Consequences for Fees. If the applicant withdraws its application, then:
 - a. The applicant forfeits the application fee; but
 - b. The Registrar must return all other license fees.

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). Amended by final rulemaking at 23 A.A.R. 2525, effective November 5, 2017 (Supp. 17-3).

R4-9-114. Reserved**R4-9-115. Posting**

- A. Expiration of Posting Period. The Registrar cannot issue a license until the posting period required by A.R.S. § 32-1104(C) expires, unless the Registrar waives the requirement as provided in that statute or in this Rule.
- B. Additional Waiver. In addition to the waiver permitted in A.R.S. § 32-1104(C) for the applicant and the qualifying party, the Registrar may also waive part of the posting period if all other personnel named on the application for the license have previously been posted for some other license.
- C. Website Publication. The Registrar may satisfy the posting requirement in A.R.S. § 32-1104(C) by publication on the Registrar's website.

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). Amended by final rulemaking at 23 A.A.R. 2525, effective November 5, 2017 (Supp. 17-3).

R4-9-116. Expired**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). Section expired under A.R.S. § 41-1056(J) at 25 A.A.R. 373, effective December 29, 2016, filed in the Office February 1, 2019 (Supp. 19-1).

R4-9-117. Prior Record

In determining the appropriate discipline for a licensed contractor, the Administrative Law Judge and the Registrar may consider not only facts in the current case, but also facts in prior cases and any documents regarding the contractor on file with the Registrar.

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 with-

out 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). Amended by final rulemaking at 23 A.A.R. 2525, effective November 5, 2017 (Supp. 17-3).

R4-9-118. Prehearing Disclosure Requirement

- A. Disclosure Statement. Before the hearing, a party must prepare a disclosure statement. The disclosure statement must contain:
 1. A list of all the witnesses the party will call to testify, including the witnesses' contact information and a brief description of the subject matter of the witnesses' expected testimony; and,
 2. A list of all the exhibits that the party will use at the hearing.
- B. Exchanging Disclosure Statements and Exhibits.
 1. Contents. A party to the hearing must serve on every other party and file with the Office of Administrative Hearings a copy of:
 - a. The disclosure statement; and,
 - b. Any exhibit that the party will use at the hearing.
 2. Manner of Service and Filing. The service and filing requirement in (B)(1) of this section must be performed in accordance with Arizona Administrative Code R2-19-108 Filing Documents.
 3. Timing of Service and Filing. The disclosure statement and the exhibits must be served and filed not less than seven calendar days before the date of the hearing.
- C. Consequences for Failing to Disclose.
 1. Administrative Law Judge's Discretion. If a witness or an exhibit was not timely disclosed as required under subsection (B) of this Rule, and good cause for the failure to disclose is not shown then the administrative law judge may:
 - a. Order that certain witnesses or exhibits not be used at the hearing;
 - b. Order that a particular fact is or is not established for the record; or,
 - c. Order that a charge, a defense, a claim, or some portion thereof, be dismissed.
 2. Administrative Record. Nothing in this Rule prohibits the administrative law judge from considering anything contained in the administrative record

Historical Note

New Section made by final rulemaking at 23 A.A.R. 2525, effective November 5, 2017 (Supp. 17-3).

R4-9-119. Minimum Trade Experience Required for Licensing

- A. Type of Trade Experience Prior To Licensure. For purposes of examining an applicant's trade experience dealing specifically with the type of construction, or its equivalent, for which the applicant is applying for a license, as required under A.R.S. § 32-1122(E):
 1. The Registrar must accept the following as evidence of an applicant's trade experience:
 - a. Military service or training;
 - b. Diplomas or transcripts from accredited training programs; and
 - c. Completion certificates from an apprenticeship approved by the United States Department of Labor or a state apprenticeship agency.
 2. The Registrar must accept evidence of trade experience regardless of whether:

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- a. The applicant was licensed or working for a properly licensed entity at the time the experience was obtained; or
 - b. The applicant was a minor at the time the experience was obtained.
3. The Registrar may also accept any evidence of an applicant's trade experience it deems appropriate to determine compliance with A.R.S. § 32-1122(E).
- B.** Nothing in this Section prohibits the Registrar from enforcing the provisions of A.R.S. § 32-1122(D), or any other provision of Arizona law.

Historical Note

New Section made by final rulemaking at 24 A.A.R. 2419, effective January 1, 2019 (Supp. 18-3).

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. Expired**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). Section expired under A.R.S. § 41-1056(J) at 25 A.A.R.373, effective December 29, 2016, filed in the Office February 1, 2019 (Supp. 19-1).

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

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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.

Classification of License	Application Processing Fee	Fee for Each Biennial License	Fee for Each Biennial License Renewal
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			
General Dual Licensed Contracting (Includes all KA, KB, KE and KO classifications)	\$200	\$480	\$480
4. SPECIALTY DUAL LICENSE CONTRACTING			

Class CR \$100 \$380 \$380

5. PARTICIPATION IN RECOVERY FUND

Recovery Fund Assessment \$370 \$270

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).