

**State of Florida
Department of Business and Professional Regulation
Construction Industry Licensing Board
Request for Duplicate License
Form # DBPR CILB 25**

APPLICATION CHECKLIST – IMPORTANT – Submit all items on the checklist below with your application to ensure faster processing.

APPLICATION REQUIREMENTS
<p>Applicants requesting a duplicate license to be issued must submit:</p> <p><input type="checkbox"/> Fees:</p> <ul style="list-style-type: none">• \$25• Make check payable to the Florida Department of Business and Professional Regulation.• NOTE: If your license was stolen, you may obtain a duplicate license at no charge if you submit a police report.

Please mail your completed application, documentation and required fee(s) to:

Department of Business and Professional Regulation
2601 Blair Stone Road
Tallahassee, FL 32399-0783

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If you have any questions or need assistance in completing this application, please contact the Department of Business and Professional Regulation, Customer Contact Center, at **850.487.1395**.
For additional information see the Instructions at the end of this application.

Section I –Applicant Personal Information

LICENSEE INFORMATION		
License Number:	Social Security Number*:	
Licensee Name:		
MAILING ADDRESS		
Street Address or P.O. Box		
City	State	Zip Code (+4 optional)
County (if Florida address)	Country	
REASON FOR DUPLICATE LICENSE		
I hereby certify that the license issued by the Florida Department of Business and Professional Regulation was (check one):		
<input type="checkbox"/> Lost	<input type="checkbox"/> Destroyed	<input type="checkbox"/> Stolen- no charge (requires police report)

* The disclosure of your Social Security number is mandatory on all professional and occupational license applications, is solicited by the authority granted by 42 U.S.C. §§ 653 and 654, and will be used by the Department of Business and Professional Regulation pursuant to §§ 409.2577, 409.2598, 455.203(9), and 559.79(3), Florida Statutes, for the efficient screening of applicants and licensees by a Title IV-D child support agency to assure compliance with child support obligations. It is also required by § 559.79(1), Florida Statutes, for determining eligibility for licensure and mandated by the authority granted by 42 U.S.C. § 405(c)(2)(C)(i), to be used by the Department of Business and Professional Regulation to identify licensees for tax administration purposes.

Section II – Affirmation by Written Declaration

AFFIRMATION BY WRITTEN DECLARATION	
I certify that I am empowered to execute this application as required by Section 559.79, Florida Statutes. I understand that my signature on this written declaration has the same legal effect as an oath or affirmation. Under penalties of perjury, I declare that I have read the foregoing application and the facts stated in it are true. I understand that falsification of any material information on this application may result in criminal penalty or administrative action, including a fine, suspension or revocation of the license.	
Signature:	Date:
Print Name:	

INSTRUCTIONS

*If you have any questions or need assistance in completing this application, please contact the Department of Business and Professional Regulation, Customer Contact Center, at **850.487.1395**.*

1. General Requirements for Registration

- a. This form is required if you are requesting a duplicate license because your license was destroyed, lost, or stolen.

2. Application Instructions (by section)

a. Section I- Applicant Personal Information

- i. Each applicant must provide their license number, the name on their current license, and their social security number for identification.
- ii. Provide your mailing address. This will be used for sending correspondence regarding your application and license.
- iii. Applicant must select the reason for requesting a duplicate license.
 - (1) If you select "Stolen" as the reason for requesting a duplicate license, you must provide a police report indicating that the license was stolen.

b. Section II- Affirmation by Written Declaration

- i. Each applicant must sign the affirmation by written declaration.