Mississippi State Board of Contractors
Post Office Box 320279, Jackson, MS 39232-0279
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www.msboc.us

RECIPROCITY INFORMATION

Reciprocity refers to waiver of a TRADE EXAMINATION only. **There is a $50 fee for each exam waived. Fees are non-refundable.** All applicants are required to take the Mississippi Law and Business Management examination and complete an application and submit it to the Mississippi State Board of Contractors to be considered for licensure. All other requirements of the board must be met before a Certificate of Responsibility or license number will be issued.

The State of Mississippi has entered into exam waiver agreements with the following licensing boards:

- **Alabama General Contractors Board** – Mechanical and Plumbing excluded. Must have taken the AL exam.
- **Alabama Board of Heating and Air Conditioning Contractors** – Must have taken the AL exam.
- **Alabama Electrical Board** – Must have taken the AL exam.
- **Alabama Home Builders Licensure Board** – Must have taken the AL exam.
- **Alabama Plumbers & Gas Fitters Examining Board** – Waive Master Plumber only. Must have taken the Alabama exam.
- **Arkansas Contractors Licensing Board** – Mechanical and Electrical excluded. Must have taken the AR exam.
- **California Contractors State License Board** – Waive Building Construction. Must have taken the CA exam.
- **Florida Construction Industries Licensing Board** – General Building Construction and Residential Building Construction only. Must have taken the FL exam.
- **Georgia Board of Residential and General Contractors** – General Building Construction and Residential Building Construction only. Must have taken the GA exam.
- **Louisiana Licensing Board for Contractors** – Mechanical and Plumbing excluded. Must have taken the LA exam.
- **North Carolina Electrical Contractors Board** – Electrical & Alarm Systems only. Must have taken the NC exam.
- **Ohio Construction Industry Licensing Board** – Waive Electrical, HVAC, Plumbing and/or Refrigeration only. Must have taken the OH exam.
- **North Carolina State Licensing Board for General Contractors** – Waive Building Construction, Residential Building, Concrete, Excavating, Roofing, Swimming Pools, Underground Utilities. Must have taken the NC exam.
- **South Carolina Contractors Licensing Board** – Building (unlimited), Master Electrician exams only. *Only PSI, Experior, Block or NAI exams accepted. Must have taken the SC exam.
- **South Carolina Residential Builders Commission** – Residential Building, Residential Electrical, Residential HVAC, Residential Plumbing. Must have taken the SC exam.
- **Tennessee Board for Licensing General Contractors** – Must have taken the TN exam.
- **Texas Department of Licensing & Regulation** – Electrical only. Must have taken the TX exam.

In order for the Mississippi State Board of Contractors to consider an applicant for exam waiver, the following requirements must be met:

1. **The applicant must show proof of current licensure with one of the boards referenced above by providing a completed verification form (see attached).** The applicant must have held the license and be free of any disciplinary action for the time period specified in the agreement.
2. **The applicant must complete and submit an application with all required documentation and fees to the Mississippi State Board of Contractors.**

Note: Applicant must complete Part 1 of the attached verification form and mail it to one of the above-named states to complete Part 2.

MSBOC RECIPROCITY VERIFICATION FORM

This form applies only to applicants who are licensed in another state and are seeking to obtain or modify a MSBOC license through a reciprocity agreement.

Instructions to Applicant: Complete Part 1 of this form. Mail the form to the state licensing board where you currently hold a license for completion of Part 2. Once completed, the form should be returned to you.

Submission Requirements:

- **New Applicants:** If you are submitting a new license application and seeking to waive an exam through a reciprocity agreement, include this completed form and the required $50.00 fee for each exam waived with your application.
- **Existing Mississippi License Holders:** If you already hold a Mississippi license and are requesting to waive an exam for an additional classification or additional qualifier, submit this completed form and the required $50.00 fee for each exam waived along with your Request for Additional Classification form or Qualifying Party form. Mail all required materials to: MSBOC, P.O. Box 320279, Jackson, MS 39232-0279.

Part 1: Request for Verification of Licensure

Company/Individual Name:

Street Address:

City: **State:** **ZIP:**

License Number:

I am requesting licensure in the State of Mississippi. Please verify licensure in your state by completing Part 2.

Signature of Applicant:

Part 2: Verification of License

To verifying state: Please furnish the information requested, sign and return the document to the applicant.

Company/Individual Name:

License Number: **Date License Was First Issued:**

Expiration Date: **Current Status:**

Classification(s) Held:

Licensed By (check all that apply):

- ☐ **Waiver** – basis of waiver:
- ☐ **Endorsement** – from what state:
- ☐ **Exam** – name of qualifying party:

Type of Exam(s) Taken (e.g., NAI, Block, PSI, In-house):

Exams Taken and Scores:

Disciplinary Action:

Signature:

Title:

Agency: