



Credential Application

Remit to:
 State of Wisconsin
 Department of Commerce-Credentialing
 P.O. Box 78780
 Milwaukee WI 53293-0780
 Phone (608) 261-8500
 TDD #: (608) 264-8777 7:45 a.m. - 4:30 p.m.

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04(1)(m)].

THE CREDENTIAL WILL NOT BE PROCESSED UNLESS YOU :

A. Sign and date this form;
 B. Submit a complete application with all blanks filled in or marked non-applicable;
 C. Attach the specified fee; and
 D. Attach documents if specified on this application.

Instructions: Please review the pre-printed information in the boxed portions of this application. Clearly print corrections or new information where needed. Please use a color of ink other than black. **Be certain to sign and date the application.** The applicant's social security number is mandatory information. **Make a photocopy of the completed application for your records.**

By signing below, the applicant swears that all information provided on this application is true, accurate and that the credential requirements are met. **Notice: Information collected may be used for participation surveys, eligibility for approvals, law enforcement (including child support and tax delinquency enforcement) purposes and other secondary purposes. The Department may also provide this information to requesters pursuant to Wisconsin's open records law, ss. 19.31-19.39 stats. Social security numbers are required when applying for a license according to Wisconsin Stats. But they may not be disclosed to anyone except other State of Wisconsin governmental agencies.**

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|---|-------------|
| Applicant Information | Customer ID |
| Applicant's Social Security No: | |
| Applicant's Name (First, Middle and Last): | |
| Address No. & Street, or P.O. Box: | |
| City, Town or Village, State, Zip + 4 Code: | |
| Country, If Other Than United States: | |
| Telephone No. (include area code): | |
| If Available, Fax No. (include area code): | |
| If Available, Internet Address: | |

Applicant's Signature
Date (mo/day/yr)

Send application and payment to: State of Wisconsin, Department of Commerce-Credentialing, P.O. Box 78780, Milwaukee, WI 53293-0780

Overnight mail delivery and Office location: 201 W. Washington Ave., Safety & Buildings Div., Madison, WI 53703

All other correspondence: Wisconsin Department of Commerce, Safety & Buildings Div., P.O. Box 7082, Madison, WI 53707

DWELLING CONTRACTOR QUALIFIER CERTIFICATION

Application/Credential Fee (nonrefundable): \$40.00 **class code 7655**

Make checks payable to: Department of Commerce. The fee consists of a \$10 application fee and a certification fee of \$30. The credential will be effective for 2 years from the date of issuance.

Reason for Credential: In order to obtain construction or erosion control building permits for one- and two-family dwellings, a contractor shall possess a Wisconsin Dwelling Contractor Certification (see separate application) and in addition that dwelling contractor shall have an employee, owner, CEO or Chairman of the Board that as an individual holds this Dwelling Contractor Qualifier Certification.

Applying For Dwelling Contractor Qualifier Certification: You may obtain a credential as a Dwelling Contractor Qualifier by submitting an application, an application fee, the credential fee, and one of the following (check the method that applies):

| <p>Method 1 <i>Obtain Specific Initial Training</i></p> <p><input type="checkbox"/></p> | <p>Submit evidence that you have completed at least 12 hours in an approved initial qualifier course in dwelling construction within one year prior to the date of application.</p> <p>ATTACH course provider verification that you have successfully completed an approved course and test.</p> <p>The following providers have courses approved to qualify a person for this license:</p> <table border="1" data-bbox="240 619 1531 997"> <thead> <tr> <th>Course ID #</th> <th>Provider</th> <th>Telephone Number/web-site</th> <th>Course Name</th> </tr> </thead> <tbody> <tr> <td>8857</td> <td>Gary Klinka</td> <td>(920) 727-9200 www.garyklinka.com</td> <td>Internet_DCQ_Quiz</td> </tr> <tr> <td>8858</td> <td>Metropolitan Builders Association</td> <td>(262) 436-1122 www.mbaonline.org</td> <td>MBA New Contractor Qualifier Course</td> </tr> <tr> <td>8863</td> <td>Metropolitan Builders Association</td> <td>(262) 436-1122 www.mbaonline.org</td> <td>MBA New Contractor 12 Hour Series</td> </tr> <tr> <td>8864</td> <td>Educational Ingenuity Corp</td> <td>(804) 545-2901 www.eicwi.com</td> <td>Internet Dwelling Contractor 100</td> </tr> <tr> <td>8899</td> <td>NE WI Technical College Donald M. Jaworski</td> <td>(920) 498-5659</td> <td>Initial Qualifier Dwelling Contractor</td> </tr> </tbody> </table> | Course ID # | Provider | Telephone Number/web-site | Course Name | 8857 | Gary Klinka | (920) 727-9200 www.garyklinka.com | Internet_DCQ_Quiz | 8858 | Metropolitan Builders Association | (262) 436-1122 www.mbaonline.org | MBA New Contractor Qualifier Course | 8863 | Metropolitan Builders Association | (262) 436-1122 www.mbaonline.org | MBA New Contractor 12 Hour Series | 8864 | Educational Ingenuity Corp | (804) 545-2901 www.eicwi.com | Internet Dwelling Contractor 100 | 8899 | NE WI Technical College Donald M. Jaworski | (920) 498-5659 | Initial Qualifier Dwelling Contractor |
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| <p>Method 2 <i>Grandfathering without Initial Training</i></p> <p><input type="checkbox"/></p> | <p>You were, at any time from April 11 to April 14, 2006, the Applicant or Contact for a Dwelling Contractor Financial Responsibility Certification or Dwelling Contractor Financial Responsibility – Restricted Certification. The Safety and Buildings Division has on file a record of such eligible persons.</p> <p>Also eligible for grandfathering is anyone that was the business owner, partner, chairman of the board or chief executive officer of a firm that held a dwelling contractor financial responsibility certification on those dates.</p> <p>This grandfathering option is not available after September 1, 2009 and may be used only once to obtain a Dwelling Contractor Qualifier Certification.</p> <p>Check below which relationship you held with a dwelling contractor that was state-certified anytime between April 11 and April 14, 2006 and enter the Safety & Buildings Customer ID# for the business' Dwelling Contractor Financial Responsibility Certification:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Applicant in WI Department of Commerce files <input type="checkbox"/> Contact person in WI Department of Commerce files <input type="checkbox"/> Business owner <input type="checkbox"/> Partner <input type="checkbox"/> Chairman of the board <input type="checkbox"/> Chief executive officer <p>Dwelling Contractor Financial Responsibility Certification Customer ID#: _____</p> | | | | | | | | | | | | | | | | | | | | | | | | |

Education Hours Required to Renew: The renewal of a certification as a Dwelling Contractor Qualifier shall be contingent upon the qualifier obtaining at least 12 hours of acceptable continuing education three months prior to the expiration date of their credential which is two years after the start date of your credential. A person who holds a license as a Dwelling Contractor Qualifier may apply to the department for waiver of the continuing education requirements on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver will be considered individually on its merits by the department.