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CSLB #17-04

CSLB Launches New Online Forms

Easy-fill forms now available on website

SACRAMENTO – CSLB has launched a series of interactive forms to help simplify the process for those applying for a contractor license, as well as for licensees who need to make changes or updates to their existing license. The new forms are another step by CSLB to upgrade its online system for the fulfillment of many licensing needs.

Those who need to submit a form to CSLB can now choose the “easy-fill” option on the website.

The new forms alert applicants and licensees if an error is made when entering information, such as when an answer conflicts with information previously entered on the form, or if any of the required fields are left blank. In addition, reminders are provided about other relevant forms that may need to be submitted as well.

It’s important to note that upon completion, the form must be printed out, signed, and sent to CSLB – the forms cannot be submitted electronically.

The easy-fill forms should make completion easier and faster, and reduce mistakes so that CSLB can process them more quickly.

Among the new easy-fill forms are the application for original contractor license, application for an additional license classification, application to replace the qualifying individual, certification of work experience, and application for home improvement salesperson registration.

A complete listing is available on the “Forms and Applications” page on the CSLB website [Click here to go to forms and applications on CSLB's website.](#)

CSLB staff will monitor the response to the interactive forms by applicants and contractors and use that feedback to further enhance our online processes.

Please note, as of May 1, 2017, CSLB will only accept versions of the forms with a revision date of October 2016 (“rev. 10/16” in bottom left corner) or later, all of which are currently available on the website. Older versions submitted to CSLB on or after May 1, 2017, will be returned to the applicant, along with any fees included. The applicant will then need to complete and resubmit a new application and all applicable fees. The new forms also note fee increases that take effect on July 1, 2017.