

PHOENIX OFFICE  
1700 W. WASHINGTON ST. SUITE 105  
PHOENIX, AZ 85007-2812  
(602) 542-1525 or AZ TOLL-FREE  
1-877-MY AZROC (1-877-692-9762)



TUCSON OFFICE  
400 W. CONGRESS, STE. 212  
TUCSON, AZ 85701-1311  
(520) 628-6345

## ARIZONA REGISTRAR of CONTRACTORS

*Douglas A. Ducey, Governor*

*Jeff Fleetham, Director*

### NAME CHANGE REQUEST

**THE FEE IS \$30.00 DOLLARS PER LICENSE. MAIL TO P.O. BOX 6748, PHOENIX, AZ 85005-6748.** A BOND RIDER IS REQUIRED FROM SURETY AMENDING THE EXISTING NAME TO THE NEW NAME. IF A CERTIFICATE OF DEPOSIT IS HELD IN LIEU OF THE SURETY BOND, A CERTIFICATE OF DEPOSIT FORM (FORM RC-L-293) WITH THE NAME CHANGE REQUEST MUST BE INCLUDED INSTEAD OF A BOND RIDER. PLEASE INCLUDE ONE COMPLETED FORM FOR EACH LICENSE NUMBER.

**PLEASE TYPE OR PRINT IN INK:**

I hereby request the name of my business to be changed for **License Number:** \_\_\_\_\_

From: \_\_\_\_\_

To: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax Number: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
**Must be signed by the Owner, Partner, Member or Corporate Officer listed on license**

PRINT NAME OF SIGNER: \_\_\_\_\_

Has your address changed? Download the address change form at: <https://roc.az.gov/forms>

**(NOTE): FAILURE TO PROVIDE YOUR LICENSE NUMBER MAY RESULT IN THE RETURN OF YOUR REQUEST.**

CORPORATIONS **MUST PROVIDE** EVIDENCE THE ARIZONA CORPORATION COMMISSION HAS APPROVED AND REGISTERED THE CORPORATE NAME CHANGE (ADDITION OF A DBA DOES NOT REQUIRE THE DOCUMENTATION). A PHOTO COPY OF THE **APPROVED** AMENDED ARTICLES REFLECTING THE ARIZONA CORPORATION COMMISSIONS APPROVED AND STAMP IS ACCEPTABLE.

IF YOU HAVE FORMED A **NEW** CORPORATION YOU MUST APPLY FOR A NEW LICENSE. **LICENSES AND BONDS ARE NON-TRANSFERABLE.**