

Report Address Change

To ensure you receive license certificates, renewals and notifications from the Board, you must notify the Board of any address change. *Note: Mail from the "State of Tennessee" is not forwarded by the U.S. Postal Services!*

Rule 0680-01-.08 CHANGE OF ADDRESS OF OFFICERS.

A licensee shall notify the office of the Board in writing within thirty (30) days of any change of address. Failure to do so could result in a civil penalty outlined in Rule 0680-01-.19.

TENNESSEE BOARD FOR LICENSING CONTRACTORS

ADDRESS CHANGE REQUEST

Type of License: Contractor Home Improvement LLE LLP

License ID#: 000 _____

Name

On License: _____

Old Address: _____

New Mailing Address _____

(Include "Physical Address" if listing a P.O. Box)

(City)

(State)

(Zip)

Phone# (_____) _____ - _____

Fax# (_____) _____ - _____

Cell# (_____) _____ - _____

Email Address: _____

From: _____

(Print Name of Authorized Owner or Officer)

**Mail to: 500 James Robertson Pkwy., Nashville, TN 37243-1150; or
Fax: (615) 532-2868; or Email: Contractors.Home-Improvement@TN.Gov**

This form has been developed for your convenience to report a change of address; however, the Board will accept any written notice by letter, email or fax. For more information, you may contact the Board's office at 800-544-7693.

Register online to receive important email notifications relative to law changes and newsletters