

**DEPARTMENT OF LABOR AND ECONOMIC GROWTH
DIRECTOR'S OFFICE**

RESIDENTIAL BUILDERS AND MAINTENANCE AND ALTERATION CONTRACTORS

(By authority conferred on the director of the department of labor and economic growth by section 308 of 1980 Act 299, MCL 339.308, and Executive Reorganization Orders No. 1996-2, MCL 445.2001 and 2003-1, MCL 445.2011)

PART 1. GENERAL

R 338.1511 Definitions.

Rule 11. As used in these rules:

- (1) "Act" means 1980 PA 299, MCL 339.101, known as the occupational code.
- (b) "Board" means the state residential builders and maintenance and alteration contractors board.
- (c) "Builder" means a residential builder as defined by the act.
- (d) "Contractor" means a residential maintenance and alteration contractor as defined by the act.
- (e) "Department" means the department of labor and economic growth.
- (f) "Director" means the director of labor and economic growth.

History: 1979 AC; 2006 AACs.

R 338.1512 Rescinded.

History: 1979 AC; 1998-2000 AACs.

R 338.1519 Rescission.

Rule 19. R 451.501 to R 451.538 of the Michigan Administrative Code, appearing on pages 4594 to 4597 of the 1979 Michigan Administrative Code, are rescinded.

History: 1990 AACs.

PART 2. LICENSES AND BONDS

R 338.1521 Applications for licenses

Rule 21. (1) An application for a license shall include the residence address of all individuals, partners, officers and/or members, as requested by the department, and the address of the principal place of business in Michigan. A nonresident applicant for licensure shall maintain a place of business in Michigan, and the application shall include the address of the Michigan place of business and the address of the applicant's principal place of business outside of Michigan. A nonresident applicant shall file a consent to service with the application. A foreign corporation or a foreign limited liability company shall submit evidence of qualification to do business in Michigan.

(2) Applicants shall furnish documentation as determined acceptable by the department to verify the applicant's current business structure. Documents include, but are not limited to, the following:

- (a) For an application for an individual license using an assumed name, a copy of the current filed assumed name certificate issued by the county clerk.
- (b) For an application for a partnership license, a copy of the current filed certificate of co-partnership issued by the county clerk.
- (c) For an application for a limited liability company, a filed copy of the filed articles of organization, certificate of assumed name, if applicable, and current certificate of good standing.
- (d) For an application for a corporation license a filed copy of the articles of incorporation, certificate of assumed name, if applicable, and current certificate of good standing.
- (e) Any other documentation requested by the department to determine the applicant's business structure and current authorization to do business in Michigan.

(3) A foreign company shall submit evidence of current authority to do business in Michigan.

(4) If an applicant is a Michigan corporation, but is a wholly owned subsidiary of a foreign corporation not admitted to do business in Michigan, then the parent company shall file an affidavit of assumption of liability and a consent to jurisdiction. The director shall be the proper party to receive service of process and shall immediately forward a copy of the

