



CONTRACTORS STATE LICENSE BOARD

9821 Business Park Drive, Sacramento, CA 95827
Mailing Address: P.O. Box 26000, Sacramento, CA 95826

STATE OF CALIFORNIA
Edmund G. Brown Jr., Governor

DATA SERVICES UNIT
(916) 255-3975 or (916) 361-7497 (fax)

PUBLIC SALES CUSTOM ORDER FORM FEE = \$245 (Non-Refundable)

1. Business Name			*** FOR CSLB USE ONLY ***		
2. Contact Name/Responsible Party (Required)			A. Received Date:		
3. Business Street Address (P.O. Box Not Acceptable)			B. Amount Received & Check No.: /		
4. City	5. State	6. Zip	C. DSU Job #:		
7. Phone () _____ Fax () _____ Email _____			D. RC List #:		
8. File Types (Select ONE): <input type="checkbox"/> CD <input type="checkbox"/> DVD <input type="checkbox"/> E-mail (Limited to 40,000 Records)			- CSLB ONLY - <input type="checkbox"/> Special Project <input type="checkbox"/> Newsletter		
(Select ONE): <input type="checkbox"/> Formatted <input type="checkbox"/> Delimited - } If Delimited, See Page 2, Section 8 Information					

9. Parameters:

(A) License Status (Select ONE): IN GOOD STANDING Active (A,10) Inactive (I,10) Active/Inactive (X,10) **OR** ALL Active (A) Inactive (I) Active/Inactive (X)

(B) License Classification Code(s) or Title(s) (See Attachment), **OR** Enter "ALL" for All Classifications: _____

(C) Business Type: Sole Owner Partnership Corporation Joint Venture (For All Business Entities, Leave Blank)

(D) Date Selection (Select ONE and provide dates): **If you do not require specific issuance and expiration information, leave this section blank.**
 Original Issue Date (OL) - From ____/____/____ To ____/____/____ ("FROM/TO" DATES CANNOT EXCEED CURRENT DATE)
 Expiration Date (EX) - From CURRENT DATE To ____/____/____ ("TO" DATE MUST BE A FUTURE DATE)

(E) Geographic Selection (Select ONE):
 County Codes/Names (See Attachment) _____
 Zip Code/ZC Ranges _____
 Northern CA (NC) Southern CA (SC) All In CA (IC) All In United States (US) All States Out of CA (OC) Foreign Countries (FN) ALL (AL)

10. If requesting records with Accusations and/or Statements of Issues filed against them, enter the Month and Year of the period requested.
 Month _____ Year _____

11. **Disclaimer – Contact Name/Responsible Party:**

The Contractors State License Board's (CSLB) licensing information **will be sent to you as raw data**. This data is intended to be used as input to common database softwares such as Excel, dBase, FoxPro, etc., for the creation of reports, labels, and special queries.

The Contractors State License Board DOES NOT PROVIDE PROGRAMMING OR TECHNICAL SUPPORT to businesses to develop the specialized processes that are often required for this data. It is important to understand that the data must be customized or formatted by the technical staff at your business to meet your specific requirements.

By signing below you accept responsibility for the specific information requested and release the CSLB of any further responsibility.

Print or Type Name

Signature

Date

GENERAL INFORMATION

Submit a check for \$245 with the Public Sales Custom Order Form to: **Contractors State License Board, Attn: Data Services Unit, P.O.Box 26000, Sacramento, CA 95826. The \$245 fee is non-refundable.**

The information provided is in Text File Format, and includes: Contractor's License Number, License Status, Business Name and Address, Telephone Number, License Classification(s), Business County, Bond Company and Workers' Compensation information. **NO EMAIL ADDRESSES ARE PROVIDED.** To view the record layout, please see the attached web pages.

Processing will take a **minimum of 30 working days** from the date Data Services receives the form until the order is completed.

INSTRUCTIONS FOR COMPLETING THE FORM – PLEASE TYPE OR PRINT LEGIBLY

1. Enter your complete Business Name.
2. Enter a Contact Name/Responsible Party in the event we have questions about your order.
3. Enter a Street Address only. (Data is sent via UPS and cannot be shipped to Post Office Box Numbers.)
4. Enter full City Name.
5. Enter State.
6. Enter Zip Code.
7. Enter phone and fax numbers, and email address.
8. Check the appropriate box(es) for requested file type(s). **In most cases, data sent via e-mail is limited to 40,000 records or less.**
If choosing the Delimited file, the fields will be delimited by the } symbol. **If the delimited file is being imported into Excel Version 2003, you may be required to cut and paste the data when the record count exceeds 60,000.**
9. Identify information parameters (add an attachment, if necessary):
 - (A) **License Status (Select ONE) – IN GOOD STANDING** means the license is CLEAR with NO suspensions. **ALL** includes In Good Standing licenses, as well as those that are suspended. You may select Active, Inactive, or Both.
 - (B) **License Classification** - Enter requested License Classification Code(s) or Classification Title(s) **OR** enter "ALL" to request all classifications. (See attachment)
 - (C) **Business Type** – Check only if you want specific types of businesses. For ALL business entities, leave blank.
 - (D) **Date Selection:** Original Issue Date **or** Expiration Date – Select **ONE** and enter requested dates. If specific issuance or expiration information is not required, leave this section blank.
 - (E) **Geographic Selection (Select ONE):**
 - Enter county code(s) or name(s). (See attachment)
 - Enter specific zip code(s) **OR** a range of zip codes. Identify ranges as "from - - - - - to - - - - -".
 - Select records by region, state(s) or country.
 - All In California – all California contractors throughout the state
 - All In United States – all California contractors with addresses throughout the United States, including California
 - All States Out of CA – all California contractors with addresses in states **other than** California
 - Foreign Countries – all California contractors with addresses in foreign countries only
 - ALL – all California contractors with addresses in foreign countries and the USA, including California
10. If requesting records with Accusations and/or Statements of Issues filed against them, enter the Month and Year of the period requested.
11. **READ THE DISCLAIMER CAREFULLY.** Print or type the name of the person responsible for the request. **A signature and date are required before Data Services can process the order.**

Regarding Section 9 (B): License Classification Titles and Codes

CLASSIFICATION TITLE	CODE	CLASSIFICATION TITLE	CODE
General Engineering	A	Low Voltage Systems	C-7
General Building	B	Masonry	C-29
Boiler, Hot Water Heating & Steam Fitting	C-4	Ornamental Metal	C-23
Building Moving & Demolition	C-21	Painting & Decorating	C-33
Cabinet, Millwork & Finish Carpentry	C-6	Parking & Highway Improvement	C-32
Concrete	C-8	Pipeline	C-34
Construction Zone Traffic Control	C-31	Plumbing	C-36
Drywall	C-9	Refrigeration	C-38
Earthwork & Paving	C-12	Roofing	C-39
Electrical (General)	C-10	Sanitation System	C-42
Electrical Sign	C-45	Sheet Metal	C-43
Elevator	C-11	Solar	C-46
Fencing	C-13	Steel, Reinforcing	C-50
Fire Protection	C-16	Steel, Structural	C-51
Flooring & Floor Covering	C-15	Swimming Pool	C-53
Framing & Rough Carpentry	C-5	Tile (Ceramic & Mosaic)	C-54
General Manufactured Housing	C-47	Warm-Air Heating, Ventilating & Air Conditioning	C-20
Glazing	C-17	Water Conditioning	C-55
Insulation & Acoustical	C-2	Welding	C-60
Landscaping	C-27	Well Drilling (Water)	C-57
Lathing & Plastering	C-35		
Limited Specialty	C-61	Asbestos Certification	ASB
Lock & Security Equipment	C-28	Hazardous Substance Removal Certification	HAZ

Regarding Section 9 (D): Date Selection

Original Issue Date – Enter “From” and “To” dates to capture licenses issued within a specific time period. The “From/To” dates cannot exceed the current date.

Expiration Date – Enter a “To” date to capture licenses due to expire in the future. The specified date must be a future date.

If you do not require specific issuance or expiration information, leave this section blank.

Regarding Section 9 (E): County Codes and Names

CODE	COUNTY	CODE	COUNTY	CODE	COUNTY	CODE	COUNTY
1	Alameda	16	Kings	31	Placer	46	Sierra
2	Alpine	17	Lake	32	Plumas	47	Siskiyou
3	Amador	18	Lassen	33	Riverside	48	Solano
4	Butte	19	Los Angeles	34	Sacramento	49	Sonoma
5	Calaveras	20	Madera	35	San Benito	50	Stanislaus
6	Colusa	21	Marin	36	San Bernardino	51	Sutter
7	Contra Costa	22	Mariposa	37	San Diego	52	Tehama
8	Del Norte	23	Mendocino	38	San Francisco	53	Trinity
9	El Dorado	24	Merced	39	San Joaquin	54	Tulare
10	Fresno	25	Modoc	40	San Luis Obispo	55	Tuolumne
11	Glenn	26	Mono	41	San Mateo	56	Ventura
12	Humboldt	27	Monterey	42	Santa Barbara	57	Yolo
13	Imperial	28	Napa	43	Santa Clara	58	Yuba
14	Inyo	29	Nevada	44	Santa Cruz	98	Out of State
15	Kern	30	Orange	45	Shasta	99	Out of Country