Contractor Regulations Section
Planning, Zoning & Building
2300 N. Jog Road, 2nd Floor Suite 2W-61
West Palm Beach, FL 33411
Office (561) 233-5525
Email: PZBCCERT@pbcgov.org
Website: www.pbcgov.org/pzb/contractors

Exam Information for Contractors Certification Licenses

Requirements:

1. Contractors are required to take a Business and Law exam and a Construction Trade exam.
2. Journeymen and/or Technicians are required to take only the Trade exam.
3. Exams must be taken prior to the Construction Industry Licensing Board (CILB) reviewing your Contractors Certification application.

   Please note the following:

   - All examinations must be taken in Palm Beach County.

   - A passing grade of 75% must be achieved on each exam.

   - You must have the testing agency(s) notify our office of your passing test scores.

   - You must select your testing agency from the approved list below. Please contact the individual testing agency for exam schedules and arrangements.

   - All applicants seeking certification are required to pass an objective examination covering the principles of contracting and construction relevant to their trade category. At the Board's discretion, contractor and journeyman applicants are required to satisfy this requirement by completing a Board-approved, third-party proctored examination. A minimum passing score of seventy-five percent (75%) is required. Applicants must successfully complete the required examination prior to submitting their application for consideration by the Board. Proof of a passing score must accompany the application; any application submitted without such documentation will be deemed incomplete and will not be scheduled for Board review. Applicants may test for the examination at any time, and examination records will remain valid indefinitely, provided all established testing requirements are maintained in accordance with Special Act Section 5(C).

Where to take the exam:

Select and contact directly, one of the following CILB approved testing agencies to make arrangements for taking your exam and obtaining study guides. You must inform the testing company of your need to report the results of your exam to our office each time you take the exam.

GITS	PROV:
Tel # *(800) 997-2129*	Tel. # *(801) 733-4455*
Email: *gitsllc@gitsllc.net*	Email: *Supports@provexam.com*
Website: *www.gitsllc.org*	Website: *http://www.provexam.com*

Please contact our office should you have any questions regarding the examination process.

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