

**TRANSFER OF JOURNEYMAN OR MASTER PLUMBER LICENSE NUMBER  
IMPORTANT INFORMATION**

You are eligible to receive a transferred Master or Journeyman Plumber License number if you and the person holding the license number to be transferred meet the following requirements:

**Transferor's License:**

- Transferor is currently licensed as a Master or Journeyman Plumber; AND
- Transferor has held the license to be transferred continuously for thirty-five (35) years; AND  Transferor's license is in good standing with the Board.

**Transferor Consent:**

- Transferor has completed a Transfer of License Affidavit; OR
- Transferor has a valid will leaving the license number to the transferee.

There are two different affidavits – one for transfer upon retirement and the other for transfer upon death. The Transferor must sign the Transfer of License Affidavit in front of two disinterested witnesses and a Notary Public. The Transferee may **NOT** be a witness. Please use the Transfer of License Affidavit that

**Transferee's License:**

- Transferee holds the same type of license as Transferor; AND
- Transferee's license is current; AND
- Transferee's license is in good standing with the Board.

**Transferee's Relationship to Transferor:**

- Transferee is biologically related to the Transferor within the second degree of consanguinity; OR  Transferee is related to the Transferor within the second degree of consanguinity by adoption completed before the Transferee turned eighteen (18).

**Application Fee:**

- Transferee has submitted the non-refundable Transfer of License fee of \$500.

Accepted forms of payment include: cashier's check, money order, personal check, or company check

**Required Documentation:**

- Transferee has submitted all of the supporting documents required by the TSBPE (see Item #10 on application).

**QUESTIONS? Please call the Legal Department at (512) 936-5202 or (512) 936-5239.**

TEXAS STATE BOARD OF PLUMBING EXAMINERS  
PO BOX 4200, AUSTIN, TEXAS, 78765 • 512-936-5200 • www.tsbpe.texas.gov

**APPLICATION TO TRANSFER JOURNEYMAN OR MASTER PLUMBER LICENSE NUMBER**

1. Date \_\_\_\_\_ ► Incomplete applications expire one year from receipt. (See instructions in #10 below.)  
2. License to be transferred upon the Transferor's:  Retirement  Death

**TRANSFEROR'S PERSONAL INFORMATION**

3. Last name (Print) \_\_\_\_\_ First \_\_\_\_\_ MI \_\_\_\_\_  
4. Mailing address \_\_\_\_\_ City \_\_\_\_\_  
5. State \_\_\_\_\_ Zip Code \_\_\_\_\_ Date of birth \_\_\_\_\_  
6. Home Tel. # \_\_\_\_\_ Mobile Tel. # \_\_\_\_\_ Email \_\_\_\_\_  
7. Driver's License/ID No. \_\_\_\_\_ Social Security No. \_\_\_\_\_  
*Disclosure of your social security number is required. Your social security number is being solicited pursuant to Texas Family Code § 231.302 for use by the state's Title IV-D agency to assist in the administration of laws relating to child support enforcement under 42 U.S.C. §§ 601-617 and 651-669.*  
8. Type of License \_\_\_\_\_ License # \_\_\_\_\_ first issued \_\_\_\_\_

**TRANSFEEE'S PERSONAL INFORMATION**

1. Last name (Print) \_\_\_\_\_ First \_\_\_\_\_ MI \_\_\_\_\_  
2. Mailing address \_\_\_\_\_ City \_\_\_\_\_  
3. State \_\_\_\_\_ Zip Code \_\_\_\_\_ Date of birth \_\_\_\_\_  
4. Home Tel. # \_\_\_\_\_ Mobile Tel. # \_\_\_\_\_ Email \_\_\_\_\_  
5. Driver's License/ID No. \_\_\_\_\_ Social Security No. \_\_\_\_\_  
*Disclosure of your social security number is required. Your social security number is being solicited pursuant to Texas Family Code § 231.302 for use by the state's Title IV-D agency to assist in the administration of laws relating to child support enforcement under 42 U.S.C. §§ 601-617 and 651-669.*  
6. Type of License \_\_\_\_\_ License # \_\_\_\_\_ first issued \_\_\_\_\_  
7. Employed by \_\_\_\_\_ Employer Tel. # \_\_\_\_\_

8. **Have you been convicted of a misdemeanor since your last renewal?**  Yes or  No  
9. **Have you been convicted of a felony since your last renewal?**  Yes or  No

If you answer **YES to #9**, you must submit a Supplemental Criminal History Information Form (SCHIF) and all documentation listed on page 2 of the Form with this application. The SCHIF is available on the TSBPE website at [www.tsbpe.texas.gov](http://www.tsbpe.texas.gov) under "Applications and Forms."

10. **Incomplete applications will not be processed. Check the following boxes as you include the items that must be submitted with this application in order for the application to be considered complete.**

- \$500 application fee (the fee is non-refundable)  
 Proof that the Transferee and Transferor are related within the second degree of consanguinity  
 Signed and notarized Transfer of License affidavit or a valid will  
 If you answered yes to question #9: Supplemental Criminal History Information Form and required documents

11. **BY SIGNING BELOW, I TESTIFY THAT I UNDERSTAND THAT SUBMITTING ANY FALSE INFORMATION TO THE BOARD IS A CRIMINAL OFFENSE AND WILL ALSO RESULT IN DISCIPLINARY ACTION, UP TO AND INCLUDING REVOCATION OF MY PLUMBING LICENSE OR REGISTRATION AND AN ADMINISTRATIVE PENALTY UP TO \$5,000.00.**

\_\_\_\_\_  
Signature of Transferee

\*\*\*\*\*TSBPE USE ONLY\*\*\*\*\*

Fee \_\_\_\_\_ Entity No. \_\_\_\_\_

Date Received \_\_\_\_\_ Date Processed \_\_\_\_\_