

**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) 936-5216.

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 (SHICF) 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 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 _____