ACAD Master Residential
License Renewal Information

Cost - $50.00, plus $2.00 mailing fee if renewing online or through the mail.

Continuing Education – 4 hours required every renewal period.

Insurance – Up-to-date general liability insurance, minimum of $300,000.00. Sec. 40-32.

Bond – Up-to-date license and permit bond, minimum of $10,000.00. Sec. 40-32.

*Renewal license or registration fees are due and payable by December 31st of every year. Renewal fees paid within 30 days after the due date shall be in the amount of the renewal fee plus the lapsed license fee provided in section 40-43. Renewal fees paid 31-60 days after the due date shall be in the amount of the renewal fee plus four times the lapsed license fee provided in section 40-43.

Continuing Education Information

You will be required to have 4 continuing education hours, reference the link below to see approved continuing education opportunities or reference the Municode section listed below -

Approved Continuing Education Class List

Sec. 40-42. – Continuing education requirement.

Municipal Code

Sec. 40-34. - Renewal.

Sec. 40-41. – Term and renewal.