Oregon: contractor reciprocity & license-transfer checklist

Licensing board: Construction Contractors Board (CCB) · https://www.oregon.gov/ccb/ · Checked November 20, 2026

> **Not legal advice.** General information only, not legal advice. Each fact is our plain-English summary of the linked official source on the date shown, and may be incomplete, out of date or wrong. Licensing rules change. Confirm with the official licensing board and a licensed professional (an attorney, and your CPA or broker for deal terms) before you act.

Moving here: reciprocity and exam waivers

- We did not find an official CCB statement on reciprocity that we could verify, so this page makes no reciprocity claim. The CCB does offer a License Certification - Records Request form that can send a certification of your Oregon license history to another state board.
  CCB License, Oregon Construction Contractors Board (CCB): https://www.oregon.gov/ccb/pages/ccb%20license.aspx

Buying or selling a licensed business

- The CCB's Termination Request Form lists “Change of entity” as a reason to terminate a license, and lets you pick “Terminate when my new CCB license is active.” After termination, the old entity may not bid, advertise, get permits or do construction work.
  Termination Request Form (rev 07/2022), Oregon Construction Contractors Board (CCB): https://www.oregon.gov/ccb/Documents/Termination%20Request.pdf
- Corporate officer or LLC member changes are reported as soon as they happen, on the Personnel Change form.
  How and When to Report Business Changes to the CCB (updated 1/2024), Oregon Construction Contractors Board (CCB): https://www.oregon.gov/ccb/Documents/Reporting%20Business%20Changes.pdf

When the qualifier leaves

- Report any change in your Responsible Managing Individual (RMI) immediately after, or before, it happens. If you lose an RMI suddenly with no backup, file the RMI Temporary Change form; you then have 14 days to select a new RMI and report it, or risk a fine and suspension.
  How and When to Report Business Changes to the CCB (updated 1/2024), Oregon Construction Contractors Board (CCB): https://www.oregon.gov/ccb/Documents/Reporting%20Business%20Changes.pdf
- Address changes and workers' compensation status changes must, by law, be reported within 10 days.
  How and When to Report Business Changes to the CCB (updated 1/2024), Oregon Construction Contractors Board (CCB): https://www.oregon.gov/ccb/Documents/Reporting%20Business%20Changes.pdf

Deadlines (calendar days from the event date; write in your dates)

Event	Period	What is due	Your date
Responsible Managing Individual (RMI) lost suddenly	14 days	Select a new RMI and report it to the CCB	_____
Business address or workers' comp status changes	10 days	Report the change to the CCB	_____

> We found no official deadline for an entity change; the CCB's form lets the old license end when the new entity's

> license is active.

Checklist

- ☐ Looked up the license on the CCB site: legal entity, number, classes, status, expiration, qualifier.
- ☐ Decided deal structure (asset purchase vs. buying the licensed entity) with counsel.
- ☐ Confirmed whether the qualifier stays after closing; calendared the notice and replacement dates above.
- ☐ Started the buyer's own license application, if needed, before closing.
- ☐ Checked exam waivers or endorsement for the buyer's qualifier on both boards' pages.
- ☐ Arranged bonds and insurance in the licensee's exact legal name.
- ☐ Confirmed every date with CCB and a licensed professional.

Notes

Free from Contractor Reciprocity (https://contractor-reciprocity.pages.dev), run by Diamond Ray Inc, support@liteflow.app. Facts checked November 20, 2026. General information only, not legal advice. Each fact is our plain-English summary of the linked official source on the date shown, and may be incomplete, out of date or wrong. Licensing rules change. Confirm with the official licensing board and a licensed professional (an attorney, and your CPA or broker for deal terms) before you act. Not affiliated with, endorsed by or sponsored by any state licensing board, government agency or NASCLA. Board names are used only to identify the official sources we cite.