5 Steps to Obtaining Your New Mexico GB-98 General Building Contractor's License

Step 1. Sign up for the exam.

In order to sit for a contractor's exam in the state of New Mexico, you must have the required number of years of practical or related experience for the specific classification(s) you are applying for and your experience must be within the last ten (10) years.

To qualify to take the General Building Contractor's exam, candidates must have four (4) years of FULL-TIME experience within the last ten (10) years. Candidates must submit an experience affidavit and a qualifying party certificate application to Contractors' Licensing Services, Inc. (CLSI). Contact CLSI for the appropriate forms:

Contractors' Licensing Services, Inc.
3211 Coors Blvd SW, Suite A-3
Albuquerque, NM 87121
Tel: 505-452-8311
Fax: 505-452-8310
www.contractorsnm.com

Upon eligibility determination by CLSI, Thomson Prometric will provide approved candidates with a Candidate Information Bulletin including the exam registration, scheduling and exam content information. Candidates must then register for their exam with Thomson Prometric by Internet, phone, fax, mail or hand-delivery to the Thomson Prometric Albuquerque or Santa Fe office. For examination questions, contact:

Experior
3311 Candelaria NE, Suite C
Albuquerque, NM 87107
(800) 324-4597
Fax: (505) 833-7696
http://www.experioronline.com

Exam and License fees: The fee required to take this exam is $211.63, plus an additional $68.78 fee for the Business and Law exam, which you will also be required to take and pass. It will cost you $30 nonrefundable to apply for your initial contractor's license. The license itself will cost $150 for each trade. Licenses are good for three years.

Step 2. Purchase the required books for your exam.

To find out what documents and books the State of New Mexico requires for this exam, follow this link to the list of documents and books on your state's exam page of our website: http://www.constructionbook.com/contractor-license/new-mexico/index.asp. You must purchase these documents and books in preparation for the exam and bring them with you on testing day for the open book portions of the exam.

Step 3. Start studying!

To fully prepare for your exam it is best to thoroughly study the required documents and books, as well as any recommended studying materials. The amount of preparation time needed will be different for each individual. Be sure to allow yourself enough time to fully prepare for the exam.

Step 4. Follow the rules.

You should arrive 15 minutes before your scheduled exam time on testing day. Candidates must follow these additional rules:

- Present an official, valid government-issued picture identification with signature (i.e., driver's license, passport, state identification or military identification).
- Only approved references are allowed during the examination. Photocopies of reference materials may NOT be used. No handwritten or additional notes are allowed in the reference books (no letters, words, diagrams, etc.). Any reference material that has been written in during the examination will be confiscated. Highlighting and permanent tabbing is acceptable prior to the exam. Please note that Post-it notes are not permanent and will not be allowed. Sharing reference materials is not allowed. Reference materials will be checked at the examination site before and after the examinations.
- Candidates may use a calculator or slide rule. Only silent, handheld, solar or battery-operated, non-programmable calculators (without paper tape-printing capabilities or alphabetic keypads) may be used. Calculators will be available at the test center.
- Thomson Prometric is not responsible for items left in the reception area of the testing center. While lockers are provided, it is recommended that personal items not be brought into the testing center.

Step 5. Good luck on the exam!

The business and law exam is an open book, multiple- choice examination with 50 questions. The time limit is two hours. The examination covers:

Subject	Number of Questions
Contract management	4
Estimating & bidding	5
Licensing	10
Project management	4
Financial management	4
Risk management	3
Safety	3
Labor laws	6
Tax laws	7
Lien laws	2
Business management	2

A content outline for the trade portion of the examination will be included with your eligibility packet. Questions are based on the study references listed. Thomson Prometric trade examinations are presented in a multiple-choice format, and may include questions on:

- How to read and interpret construction codes and regulations;
- Building codes; and
- Trade materials, tools, equipment and methods.