**DELAWARE CONTRACTOR REGISTRATION – ONE STOP ACCOUNT CHANGE FORM**

Complete this form to have your Delaware Contractor Certification certificate associated to a new/different Delaware One Stop account. This may be needed when a Contractor has permanently lost access to their original DE One Stop account e-mail, had originally submitted a paper application or otherwise wants to move it to another account.

**Prior to making this request, you must create the new/different Delaware One Stop account at https://onestop.delaware.gov/ , so that the account is ready.**

**Full Business Name:** Click or tap here to enter text.

**FEIN/SSN/ITIN:** Click or tap here to enter text.

**DE Business License #:** Click or tap here to enter text.

**DE Contractor Registration:** Click or tap here to enter text.

Please list the new/different e-mail which is registered below:

**NEW One Stop account e-mail**: Click or tap here to enter text.

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ am the owner or an authorized designee to conduct this change regarding the above listed business. I am aware that the above request is to transfer control of the above listed DE Contractor Registration certificate to a new DE One Stop account. This new account will receive the notifications, reminders, and will have access to renew the certificate; and the original account will no longer be associated with this certificate once the change occurs. Depending on the circumstances, the Department may need a written and signed letter from contractor on business letterhead to accompany this request.

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(Signature) (Print) (Date)