

Please complete form, print, sign and mail to:

KANSAS STATE BOARD OF TECHNICAL PROFESSIONS

www.ksbtp.ks.gov 785-296-3053
900 SW Jackson Street, Suite 507, Topeka, KS 66612

RESPONSIBLE PRINCIPAL CHANGE FOR BUSINESS ENTITY

INSTRUCTIONS:

- Complete **Application** to change the designated **RESPONSIBLE PRINCIPAL for a Business Entity**.
- **Documentation** of RESPONSIBLE PRINCIPAL change must be attached to this application. Examples of documentation include Business Entity Board Resolution, list of principals that includes new Responsible Principal or other documentation as applicable.
- **Mail completed form with documentation to:**
Kansas State Board of Technical Professions, 900 SW Jackson, Suite 507, Topeka, KS 66612.
- Questions? Please call KSBTP at 785-296-3053.

KSBTP Certificate of Authorization Number for Business Entity: _____

BUSINESS ENTITY NAME: _____

Current Responsible Principal: _____ Kansas License #: _____

NEW Responsible Principal: _____ Kansas License #: _____

Business Entity Address: _____

Business Entity City: _____ State: _____ Zip: _____

Changes will be immediately effective unless otherwise noted: _____

Signature of NEW RESPONSIBLE PRINCIPAL

DATE



KANSAS SEAL FOR NEW RESPONSIBLE PRINCIPAL