

# **STEP BY STEP ON HOW TO RENEW A CONTRACTOR'S AND SUPERVISOR'S LICENSE**

- Go to [aurora4biz.org](http://aurora4biz.org).
- Click on **Building & Development**.
- Click on **Building Plan Review and Permit Management** (lower left side).
- Go under **Public left-hand side**.
- Click on **Renew Prof. License**.
- Follow steps on renewing your license and to pay online.

## **NOTE**

### **Contractor's licenses:**

- Can be renewed 30 days prior to expiration date and any time after expiration if the company has an active supervisor's license.

### **Supervisor's licenses:**

- Can be renewed 30 days prior to expiration date.
- Can be renewed 30 days after expiration date but no further.
- If the expiration date is passed the 30 days, the supervisor will be required to submit their application via email at [permitcounter@auroragov.org](mailto:permitcounter@auroragov.org).