

Do you bid on jobs of \$500 or more?

If so, State Law requires you to have a Contractor's License [California Business & Professions Code, Sections 7026 & 7048].

What are the penalties for contracting without a license?

- * Criminal penalties of up to 6 months in county jail plus fines up to \$4,500 or 20% of the contract price, whichever is greater [B&P Code §7028]
- * Civil penalty up to \$15,000 [B&P Code §7028.7] plus \$200 per employee per day if you use any workers to help you [Labor Code § 102.1]
- * **Your customers don't have to pay you!** You cannot sue in any court to be paid for work done [B&P Code §703.1]; nor can you file mechanics' liens.
- * **Your customers may sue you to get all their money back!** [B&P Code §703.1(b)]
- * Advertising (including printing business cards and posting signs) is a misdemeanor punishable by an additional fine of \$700 to \$1000 [B&P Code §7027.1] and your telephone may be disconnected without referral [B&P Code §7099.10]
- * Using someone else's license is a felony punishable by a maximum fine of \$10,000 and one year in state prison [B&P Code §7027.3]
- * \$500 fine for obtaining a building permit [B&P Code §7031.5]
- * Illegal to obtain a business license [B&P Code §7033]
- * More difficult to obtain performance bonds and insurance
- * More difficult to get bank loans and contractor discounts from suppliers
- * Harder to get large jobs, government work, and jobs from sophisticated customers



anthonysfc.com
1155 Chess Drive, Unit 108
Foster City, California 94404

ADDRESS SERVICE REQUESTED

CONTRACTOR LICENSE COURSE

What do I need to get a contractor's license?

- * 4 years of work in your trade at the journeyman level or higher during the past ten years. Self-employed and owner/builder experience currently accepted. Education or apprenticeship may substitute for up to three years' trade experience
- * \$2,500 working capital
- * At least 18 years of age

What is the Anthony Program?

- * Attend the four classes listed on the schedule inside. You may attend on a flexible schedule because each class covers a different subject. We teach from printed outlines (included in the course fee) so that you do not have to take notes in class.
- * Take the self-graded quiz at the end of each chapter in your course binder. Since these questions are very much like those asked on state exams, you always know how well you are doing.
- * Send your license application to Sacramento after your second or third class (we will help you fill out all the forms and choose the best timing). Have fingerprints taken.
- * Study the trade booklet we give you and work several hundred practice questions on your trade. Extra math tutoring is available.
- * After your last class, take five final exams at the school and review them with explanations—you will be prepared!

The State Exam

Take your exam at the Contractors State License Board in Oakland or San Jose. You will have 2½ hours to answer 115 questions on bidding, contracts, project management, safety, labor and lien laws (covered in our four classes) and another 2½ hours to answer 80 to 125 trade questions. All questions are multiple-choice and you get the results immediately.

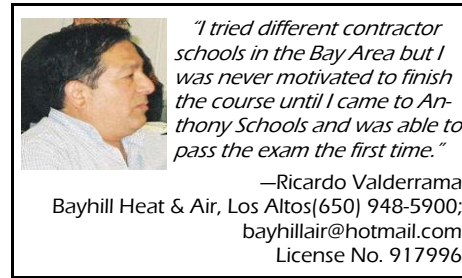
Send your license bond to Sacramento. Your license should arrive in the mail about 2-3 weeks after you send in the bond.

We supply the forms needed to file your application and can recommend bonding companies.

About half of all examinees fail whereas the great majority of our graduates pass the State exam on the first attempt. Detailed statistics are posted monthly on the bulletin board—we are proud of our students' success!

How long does it take?

We can generally prepare you to take the exam faster than you can get an exam date—therefore we recommend that you apply as soon as possible. Please see the bar chart inside and ask if you qualify for expedited application processing.



What does it cost?

Tuition at Anthony Schools	\$460
State license application fee	250
Fingerprint processing.....	51
2-year state license fee.....	150
2-year license bond (approx.).....	140
Total	\$1051

How do I start?

- * Visit one of the classes listed on the other side of this schedule. Come 20 minutes early so we can show you the course materials, explain our study program, and answer your questions about the licensing process. You may attend the class free and bring a friend or relative to help you evaluate the program.
- * If you have already decided to enroll, fill out the Enrollment Agreement on the other side of this page and mail or deliver it to the school. Credit card customers may also enroll by fax 24 hours a day or by telephoning (650) 570-2284 during our office hours.



INSTRUCTOR

James M. Goodell

B.A., University of California, Santa Cruz. Director, Anthony Schools of S.F. Peninsula (since 1990). Instructor, Menlo College, Atherton (since 1988). Expert witness in contractor licensing, California Superior Court, San Francisco. *Former affiliations:* contractor instructor, Kaplan Professional Schools, San Francisco and Oakland. Member, International Codes Council (formerly ICBO); American Association of University Professors. Mr. Goodell's primary construction activities have been commercial tenant improvements.

About Anthony Schools

Phil E. Anthony, a Los Angeles attorney, founded Anthony Schools in 1945. In 1998 the Kaplan division of the Washington Post acquired Anthony Schools when it purchased Dearborn Publishing. Anthony Schools also teaches real estate in twenty locations throughout California including San Francisco, Foster City, San Jose, and Oakland.

Anthony Schools of San Francisco Peninsula was established in 1964 in Menlo Park and moved its Burlingame location to Foster City in 1987. The school is a member of the Foster City Chamber of Commerce and the Golden Gate Better Business Bureau.



Office holidays

- Friday, 7/4/08
- Monday, 9/1
- Thursday, 11/27 and Friday, 11/28
- Saturday, 12/13/08–Thursday, 1/1/09
- Tuesday, 1/1/2009
- Monday, 1/19
- Saturday, 2/14 and Monday, 2/16
- Friday, 4/10 and Saturday, 4/11
- Saturday, 5/23 and Monday, 5/25

DIRECTIONS



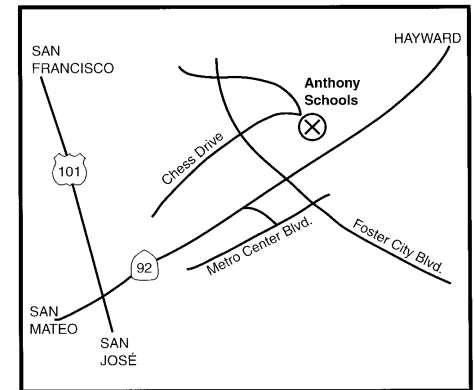
**1155 Chess Drive, Unit 108
Foster City**

Driving East on California Route 92

Take the Foster City Boulevard exit. Turn left at the first stoplight onto Metro Center Boulevard. Turn left at the next stoplight onto Foster City Boulevard. Cross over Highway 92 and turn right at the first stoplight onto Chess Drive. We are one block down on the right-hand side.

Parking

Free, lighted parking is available all around the building.



Office hours

- Monday 9:00 a.m.–5:00 p.m.
6:00–9:30 p.m.
- Tuesday 9:00 a.m.–5:00 p.m.
6:00–9:30 p.m.
- Wednesday 9:00 a.m.–5:00 p.m.
- Thursday 9:00 a.m.–3:00 p.m.
6:00–9:30 p.m.
- Friday 9:00 a.m.–3:00 p.m.
- 2nd & 4th Saturdays of the month
9:00 a.m.–3:00 p.m.

Telephone.....(650) 570-2284

Fax.....570-2243

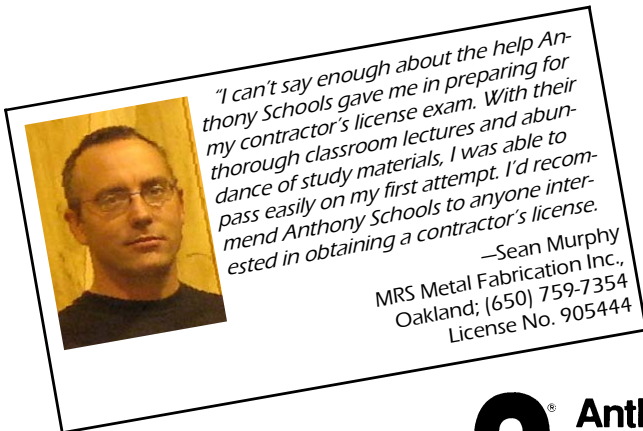
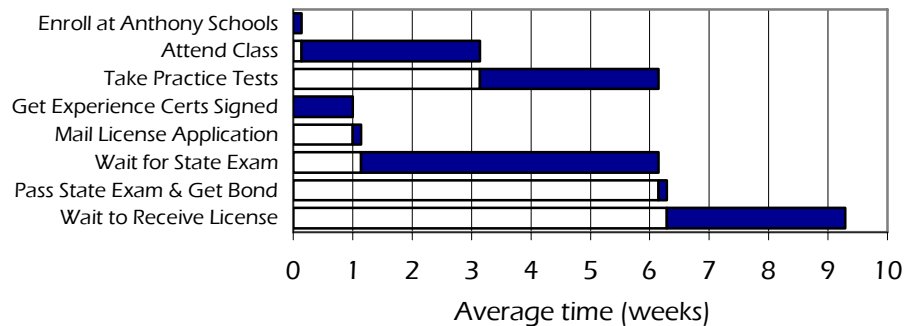
Webwww.anthonysfc.com



2008—2009 CLASS SCHEDULE

Class	Subjects Covered	Monday 6:30 to 8:45 pm	Saturday 8:30 to 10:45 am	Monday & Wednesday 6:30 to 8:45 pm	Monday 6:30 to 8:45 pm	Monday & Wednesday 6:30 to 8:45 pm
1	Completing the State Exam Application; Licensing; Bid Procedures	7/28 2008	10/4 2008	Monday 6:30 to 8:45 pm 1/5 2009	3/16 2009	Monday 6:30 to 8:45 pm 6/8 2009
2	Contracts; Safety; Cal/OSHA, DOSH; IIPP; Bookkeeping; Ownership Types; Accounting Practices; Sources of Funding	8/4 2008	10/11 2008	Wednesday 1/7 2009	3/23 2009	Wednesday 6/10 2009
3	Insurance Project/Job Mgt. Employee Issues Liens and Dispute Resolution; Special Circumstances	8/11 2008	10/25 2008	Monday 1/12 2009	3/30 2009	Monday 6/15 2009
4	Bid Calculations; Calculating Area, Volume, and Percentages, π; Scale Rulers	8/18 2008	11/1 2008	Wednesday 1/14 2009	4/6 2009	Wednesday 6/17 2009

Get your license in about 2 months!



LICENSING

Contractors License Board

For more information on licensing, ask the registrar for a copy of *Blueprint for Obtaining a California Contractors License* published by the Contractors State License Board or contact the CSLB at www.cslb.ca.gov or (800) 321-2752 or (916) 255-3900.



What are some typical state exam questions?

1. The owner of a property signed a home solicitation contract and paid the contractor 60% of the total contract amount as the second payment. By accepting this large payment the contractor:
(A) Is in violation because a home solicitation contract limits the second payment to 25%.
(B) Is not in violation because the second payment is not limited.
(C) Is in violation if 60% exceeds the cost of the work completed so far
(D) Is not in violation because there is no limitation on any payment.

2. What is the best definition of *working capital*?
(A) All capital equipment that is not out on loan or being repaired
(B) Current assets minus current liabilities
(C) The balance in your checking account minus any checks that haven't cleared yet
(D) Gross sales for the current year minus direct costs.

The correct answers to the sample state exam questions are 1 (C) & 2 (B)

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GENERAL INFORMATION

Guarantee

We will refund your full course fee if you fail the State Exam after following these steps:

- ✦ Complete all classes and homework assignments.
- ✦ Take all practice examinations until you obtain a score of 85% or higher on each. Allow one week between re-examinations.
- ✦ Take the license exam within your six-month enrollment or approved extension.

Submit a written request, your official failure notice, and all Anthony Schools materials.

Attendance

Your tuition includes unlimited class attendance and practice testing for up to six months. If you need more time, three-month extensions currently cost \$125.

Anthony Schools is convenient:

- ✦ Make up or repeat classes live or on DVD. Please call ahead if you want to reserve a particular subject.
- ✦ Access to state-recommended reference books for both law and trade.
- ✦ Our ergonomic chairs are comfortable but help you stay alert.
- ✦ Begin with any class
- ✦ Visit one class free
- ✦ Repeat classes without charge during your six-month enrollment or extension
- ✦ Certificate of Completion issued upon completion

Questions?

Please call us: (650) 570-2284

ENROLLMENT AGREEMENT

THE INFORMATION REQUESTED BELOW IS CONFIDENTIAL

Trade: A B C _____

Send Mail to: Home Business Address
 Mr. Mrs. Miss Ms

First & Middle Names _____

Last Name _____ Jr./Sr./III

E-mail _____ Nickname _____

Home Address _____

City _____ Zip Code _____

Home Phone _____

Business or Cell Phone or Pager

Job Title/Occupation _____

Name of Company _____

Business Address _____

City _____ Zip Code _____

Check or money order payable to **Anthony Schools** (\$25 charge if returned).

CHARGE TO:
 Discover VISA
 MasterCard Amex Date Card Expires _____

Account No. _____

Enroll me in your contractor license course. I understand that the \$460 fee includes four classes, course materials, practice testing, certificate of completion and guarantee. I have read and understand the adjoining policies.

X _____
Signature

How did you hear about Anthony Schools?

- Contractor Internet search
 Builders' Exchange Friend or Relative
 Newspaper ad Telephone Directory
 General reputation _____

The **name** of the person who referred me is: _____

Name _____

Company _____

City _____

Refunds

If you cancel within one week of attending your first class, you are entitled to a full refund. All other refunds are prorated by charging \$110 for each class you have attended and adding a \$20 registration fee.

For example, if you request a refund after having attended two classes, we will refund \$220. No refunds after 60 days. We will mail your refund within 14 days of receiving your written request.

FOR OFFICE USE

Reg. No. _____

Reg. By _____

Date _____

Type _____

Amount _____

Balance _____

