



## **MARYLAND MARINE CONTRACTORS LICENSING BOARD**

C/O MARYLAND DEPARTMENT OF THE ENVIRONMENT  
1800 WASHINGTON BLVD., SUITE 430, BALTIMORE, MD 21230  
(800) 633-6101, EXT. 3249

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### **INFORMATION FOR LICENSE APPLICANTS**

To perform marine contractor services in the State of Maryland, all contractors working in tidal waters must obtain a Maryland Marine Contractors License. Please consult the information below while preparing your application.

There are two types of license applications:

1. **Individual license application** – This application should be completed by any individual contractor who is self-employed or may wish to become self-employed. An individual license only authorizes the license holder to perform marine contractor services in the State.
2. **Entity (Business) license application** – This application should be completed by any contracting entity which has more than one employee. Each entity must designate a **Representative** to submit in its license application. It is this Representative that must meet the minimum work requirements, and if approved to take the license examination – successfully pass it. An entity license authorizes all members of the licensed entity to perform marine contractor services in the State.

**Each applicant for a Maryland Marine Contractors License must:**

1. **Complete either an individual or entity license application-**
  - a. Include the address of your principal place of business as well as the address of any branch offices of your business. Include any trade names the applicant intends to use while performing marine contracting services.
  - b. **Important: The person named on the application as its Representative must include a detailed account of at least 2 years of this Representative’s full-time (or cumulative part-time) work experience providing marine contractor services.** “Marine contractor services” are defined in § 17-101(f) of the Environment Article, Annotated Code of Maryland as any “construction, demolition, installation, alteration, repair, or salvage activities located in, on, over, or under State or private tidal wetlands.” Documentation of current and previous employment of the individual applicant or representative member of an entity application may be used to show the required 2 years of experience as a marine contractor. Similar experience may be approved by the MCLB (Marine Contractors Licensing Board). As stated in § 17-302(c) of the Environment Article, Annotated Code of Maryland “...an individual applicant or, if the applicant is an entity, the representative member shall: (1) have at least 2 years of experience as a full-time marine contractor or demonstrate similar contractor experience,...” **If there is any question whether the applicant’s experience is adequate, please contact the MCLB prior to submitting an application. The entity representative member must have 2 years of documented marine contractor experience. (See below for acceptable documentation.**

2. Include a Social Security Number for an individual applicant or an entity applicant representative, as well as a federal tax identification number for the entity applicant. Pursuant to § 10-119.3(b) of the Family Law Article, Maryland Annotated Code, the MCLB is obligated to require that each applicant for a Maryland Marine Contractors License disclose their Social Security Number.
3. Attach all required supporting documents to the application including:
  - a. Certificates of insurance verifying that the applicant carries commercial liability insurance with a \$300,000 total aggregate minimum; and
  - b. Certificate of Worker’s compensation insurance, unless exempt by law, if exempt, please supply explanation of reason for exemption; and
  - c. The Certificate Holder must be: Marine Contractors Licensing Board, c/o Maryland Department of Environment.
4. If applying as an entity the following additional information is needed:
  - a. Submit a list of the entity’s owners, members, or partners;
  - b. Verification that the designated representative member is a member of, or employed by, the entity. Documentation should be either IRS W-2, or 1099 or Partnership filings K-1.

### **License Categories And License Category Selection**

**NOTE:** On March 18, 2024, MDE promulgated regulations for the Marine Contractors Licensing Board at Code of Maryland Regulations (COMAR) 26.30. Among other things, these regulations established four License Categories.

**The four license categories are:**

**Category 1: Heavy Marine Construction** (also authorizes Cats. 2, 3, & 4 services)

**Category 2: Residential and Commercial Marine Construction** (also authorizes Cats. 3 & 4 services)

**Category 3: Limited Marine Construction** (authorizes a specific subset of Category 2 activities. For example, Boat Lifts).

**Category 4: Incidental Marine Contractor Services** (authorizes specific marine contractor activities. For example, directional drilling).

***ATTACHMENT 1 LISTS THE FOUR LICENSE CATEGORIES IN THE REGULATIONS.***

### **Section 3 of the Application: License Category Selection**

**In this Application the designated Representative is required to select, on behalf of their company, a single License Category that they qualify for. This selection is subject to the Board’s review and approval.**

It is therefore the work experience of the applicant to be the Company’s Representative that should guide the Marine Contractors License Category selection. Required documentation includes providing locations/sites where marine contractor services were performed that support your License Category selection.

## **Section 4 of the Application: Documentation to Support Category Selection**

### **Documents Required for Category Selection**

Submit a *minimum* of 5 work locations supporting your Category selection.

**Category 3 and Category 4: Additional Requirement:** In these two license Categories, you will need to identify which marine contractor activity(s)/specialty(s) you are applying for licensure.

*A Category 3 and Category 4 License will only authorize the specific marine contractor service(s) specifically stated/identified in YOUR License*

### **General Information**

When the MCLB has received all required application documents, it will review the application to determine whether the applicant meets the requirements to be licensed as a marine contractor in the State of Maryland. Qualified applicants will be notified of the procedure for taking the exam and the study guide will be mailed to the applicant prior to the exam. **Approval by the Board that the applicant has met the minimum work experience requirements is required prior to taking the exam.** An unqualified applicant will be so notified and may re-apply when the applicant becomes qualified.

A person must attain a score of at least 70% to pass the written examination. The examination will be open book and consist of 50 questions which are based on material contained in the study guide.

Once an applicant passes the written license examination, the licensee will be sent an invoice for the \$550 license fee. Licenses will be issued for a two year period from the license fee payment date. **\* Please note that if the license fee is not paid within 90 days of passing the test; then the applicant must start the application process again including taking the test.**

A minimum of 12 credit hours of continuing education is required as a precondition for license renewal of all licenses and must be obtained during the 2-year period immediately preceding the license expiration date. Continuing education courses/training programs will be provided by or approved by the Board.

For additional information, please contact the Board at [mike.eisner@maryland.gov](mailto:mike.eisner@maryland.gov) or 410.537.3249

### **Application Submission**

**Once the application is complete mail the License Application to (Do not send any money with the application):**

**Maryland Marine Contractors Licensing Board  
c/o Maryland Department of the Environment  
1800 Washington Blvd., Suite 430  
Baltimore, MD 21230**

## ATTACHMENT 1

### *The four (4) Marine Contractor License Categories.*

The following is in the Code of Maryland Regulations (COMAR) 26.30.

**Category 1: Heavy Marine Construction.** This license category is suitable for contractors who perform, or solicit to perform, the following marine contractor services:

- (a) Bridges and highways, large-scale commercial development, commercial dredging, cargo and naval wharves, beach renourishment, heavy salvage, and any other large-scale marine services, as approved by the Board.
- (b) Marine contractors licensed under Category 1 may also perform any of the marine contractor services authorized under Categories 2, 3, and 4 of this section.

**Category 2: Residential and Commercial Marine Construction.** This license category is suitable for contractors who perform, or solicit to perform, the following marine contractor services:

- (a) Piers, docks, wharves, marinas, boathouses, pile driving, moorings, boat lifts, floating docks, riprap revetments, bulkheads, weirs, seawalls, boat ramps, living shorelines, beach nourishment, dunes, dredging, salvage, and any other medium to small scale marine contractor services, as approved by the Board.
- (b) Marine contractors licensed under Category 2 may also perform any of the marine contractor services authorized under Categories 3 and 4 of this section.

**Category 3: Limited Marine Construction.** This license category is suitable for contractors who only perform, or solicit to perform, a limited subset of the marine contractor services listed in Category 2.

A Category 3 License only authorizes the specific marine contractor services identified in the License, as issued by the Board.

**Category 4: Incidental Marine Contractor Services.** This license category is suitable for contractors who perform or solicit to perform, the following marine contractor services: directional boring, aquaculture, submerged aquatic vegetation and wetland grass planting, and any other related marine contractor services, as approved by the Board.