

2022-2024 Confidential Intermediary Program Renewal Information

All current Confidential Intermediary licenses will expire on October 31, 2022. The Division will begin receiving renewal applications on **September 1, 2022.**

A **standard renewal application** can be downloaded at the following link: [2022-2024 CI Renewal Application](#).

Please contact the Division if you encounter any issues with the application download. Division Staff can be reached via email at cip@courts.az.gov or by calling the Division Main Line at 602-452-3378 during regular business hours.

Renewal of Inactive Status:

If you are currently on **“Inactive Status”** and want to renew your inactive status, a 2022-2024 Inactive Status Confidential Intermediary Renewal Application can be downloaded at the following link: [2022-2024 CI Inactive Renewal Application](#)

Renewal applications and fees can be dropped off in person or mailed to the Division at:

Arizona Supreme Court
Certification and Licensing Division
Attn: Confidential Intermediary Program
1501 West Washington, Suite 104
Phoenix, AZ 85007

Acceptable forms of payment are check or money orders made payable to the Arizona Supreme Court.

You can also email your application to cip@courts.az.gov and contact the Division with your credit card payment over the phone after you submit your application.

Regular renewal application fees are **\$100.00** and inactive renewal application fees are **\$50.00**. Please be aware that you must currently be on inactive status prior to submitting an inactive application.

NOTE: If you have submitted a timely and complete application for renewal, including fees, your existing license remains active until the administrative process for review of the renewal application has been completed. **If you do not submit a complete application before October 31, 2022 your license expires and you must stop providing licensed Confidential Intermediary services.** Applicants who submit their renewal application after the expiration date of **October 31, 2022** may be required to retake the licensure examination and submit an initial application.