



EXPIRED ROOFERS LICENSE APPLICATION

(CORPORATIONS, PARTNERSHIPS & LIMITED LIABILITY COMPANIES)

P.O. Box 303605 • Montgomery, Alabama 36130-3605 / **Overnight Delivery:** 445 Herron Street • Montgomery, Alabama 36104
Telephone (334) 242-2230 / Facsimile (334) 263-1397

(Date Stamp)	OFFICE USE ONLY	Check No. _____
		Amount Paid _____

INSTRUCTIONS: Please type or print in ink all information. **Please submit the original application - no copies will be accepted.** All questions on the front and back of this application must be answered completely. Make check, cashier's check, certified check, or money order for **\$300.00** (\$150.00 annual license fee plus \$150.00 non-refundable application processing fee for an expired license) payable to the Home Builders Licensure Board. **All fees must be paid before your application can be processed.**

NOTICE: 1) Submitting false information for the purpose of obtaining a license is a criminal offense and grounds for license denial. 2) A corporation or partnership license allows you to engage in residential construction only in the name of the company granted the license. 3) A corporation, partnership, or limited liability company license allows one person to serve as a designated qualifying representative. 4) Other partners, officers, members, or managers desiring a license should apply for an individual license.

Yes No **I have read and understood the above statement.**

For a partnership, corporation, or limited liability company applicant to be considered an applicant holding an expired license, the applicant must hold an expired partnership, corporation, or limited liability company license with the same designated qualifying representative as the applicant applying for reactivation.

SECTION 1: APPLICANT INFORMATION

Please designate appropriate business: Corporation Partnership Limited Partnership Limited Liability Company

Business Name _____ Previous File Number _____

Year License Expired _____ Federal Tax ID _____ State Tax ID _____

List any and all business names/trade names you plan to use to perform residential construction or remodeling:

Street Address _____

City _____ County _____ State _____ Zip _____

Mailing Address _____

City _____ County _____ State _____ Zip _____

Business Phone (_____) _____ Cellular Phone (_____) _____

Fax (_____) _____ E-mail Address _____

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Revised 5/19

SECTION 2: DESIGNATED QUALIFYING REPRESENTATIVE (DQR)

You must provide the following information for the general partner, officer, member, or manager who will serve as the Designated Qualifying Representative.

Name (Print) _____ Title _____

Social Security# _____

[Disclosure mandatory under the Alabama Child Support Reform Act of 1997, Act 97-447, Alabama Code Section 30-3-194 (1975) to be used for the purposes described therein.]

Address _____

Is the designated qualifying representative of the partnership, corporation, or limited liability company the same person who served as the designated qualifying representative when the license was last active?..... Yes No

If NO, this entity is not eligible to reactivate an expired license. Contact the Licensure Division for the appropriate forms.

SECTION 3: APPLICANT BACKGROUND AND BUSINESS HISTORY

IF YOU ANSWER "YES" TO ANY OF THE FOLLOWING QUESTIONS, YOU MUST PROVIDE THE REQUESTED DOCUMENTATION AND A FULL EXPLANATION ON A SEPARATE SHEET OF PAPER.

Yes No 1. Since this license was last active, has any partner, officer, member, or manager, of this company pled guilty or nolo contendere, or been convicted of a felony?

Yes No 2. Since this license was last active, did this company, or any partner, officer, member, or manager or any entity of which this company is a successor, have any professional or business license revoked or suspended in Alabama or any other state, or have an application for any professional or business license denied in Alabama or any other state?

If "YES," provide a copy of the revocation, suspension, or denial order with your written explanation.

Yes No 3. Does this company, or the company's designated qualifying representative, either individually or as the designated qualifying representative of any outstanding disciplinary actions before this Board?

If "YES," provide the name of the homeowner involved: _____

Yes No 4. Since this license was last active, were there any liens for labor or materials filed on any of the work performed by this company, or any partner, officer, member, or manager, or any entity of which this company is a successor?

If "YES," provide a copy of the lien filing, and the release of lien if the lien has been released, with your explanation.

Yes No 5. Since this license was last active, has this company, or any partner, officer, member or manager pf this company, been identified by the Board as an unlicensed builder?

SECTION 4: BUSINESS-RELATED FINANCIAL INFORMATION

You must submit documentation provided by your insurance agent or surety stating that your roofers bond has been renewed for the current license year. A credit care receipt or online confirmation receipt is not acceptable. The new expiration date must be December 31st of the current license year.

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NOTICE: BOTH SECTIONS 5 AND 6 MUST BE SIGNED AS INDICATED.

SECTION 5: OATH AND RELEASE FOR DESIGNATED QUALIFYING REPRESENTATIVE (DQR)

I solemnly swear or affirm that I am the person referred to in this application; that the information provided and statements made herein and on the attachments hereto are accurate, complete, and true to the best of my knowledge; that the information provided and statements made on all applications for the applicant named herein and for which I have been the qualifying representative continue to be accurate, complete, and true to the best of my knowledge, except as otherwise reported on this renewal application; and further, that if the Home Builders Licensure Board recognizes me as a qualifying representative, I shall abide by all laws relating to residential home builders and the rules adopted by the Board.

Yes No **I have read and understood the above statement.**

I solemnly swear or affirm that I continue to meet the requirements to serve as the qualifying representative, including but not limited to occupying the required position within the corporation, partnership, or limited liability company.

Yes No **I have read and understood the above statement.**

I hereby authorize any individual, company, or institution with whom the applicant has been associated to release to the Home Builders Licensure Board all information and records as are necessary to verify or contradict the information provided.

Yes No **I have read and understood the above statement.**

Printed Name of Designated Qualifying Representative (DQR)
(Must be a General Partner, Officer, Member, or Manager)

Its: _____
Position Held

Signature of Designated Qualifying Representative (DQR)
(Must be a General Partner, Officer, Member, or Manager)

Social Security Number of Designated Qualifying Representative (DQR)
Provide Last 4 Digits: XXX - XX - _____
(Disclosure mandatory under the Alabama Child Support Reform Act of 1997, Act 97-447, Ala. Code § 30-3-1994 (1975) to be used for the purposes described therein.)

SECTION 6: OATH AND RELEASE FOR CORPORATIONS, PARTNERSHIPS, OR LIMITED LIABILITY COMPANIES (L.L.C.)

I solemnly swear or affirm that I am authorized to execute this application on behalf of the applicant; that I have actual knowledge of the statements made herein and on the attachments hereto and that such statements are accurate, complete, and true to the best of my knowledge; that the statements made on all applications continue to be accurate, complete, and true to the best of my knowledge, except as otherwise reported on this renewal application; and further, that if the applicant is granted a license renewal by the Home Builders Licensure Board, I shall use my best efforts to ensure that the applicant abides by all laws relating to residential home builders and the rules adopted by the Board.

I hereby authorize any individual, company, or institution with whom the applicant has been associated to release to the Home Builders Licensure Board all information and records as are necessary to verify or contradict the information provided in this application.

By: _____ Its: _____
Printed Name of Authorized General Partner, Officer, Member, or Manager Position Held

By: _____
Signature of Authorized General Partner, Officer, Member, or Manager

NOTICE: BOTH SECTIONS 5 AND 6 MUST BE SIGNED AS INDICATED.