



**2022 RENEWAL  
INACTIVE LICENSE APPLICATION**  
(CORPORATIONS, PARTNERSHIPS AND 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)	<b>OFFICE USE ONLY</b>	License Fee	\$ _____
		Late Fee	\$ _____
		Total	\$ _____
		Check No.	_____

Review the information in the box below. If the information is **INCORRECT** or the **BOX IS EMPTY**, CHECK HERE   
**AND** please enter the correct contact information in the spaces provided below.

License File No. \_\_\_\_\_

Physical Address \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Business Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Cellular Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Fax ( \_\_\_\_\_ ) \_\_\_\_\_ E-mail Address \_\_\_\_\_

**INSTRUCTIONS:** Please type or print in ink all information. Facsimile transmissions will not be accepted. All questions on the front and back of this application must be answered completely. Use additional sheets if necessary. The annual license fee is \$125.00. Make check, cashier's check, certified check, or money order payable to the Home Builders Licensure Board. ***Your fee must be paid before your application will be processed. The deadline for renewal applications is November 30, 2021.*** A \$50.00 late fee must accompany any renewal application postmarked\* on or after December 1, 2021. **Your 2021 license expires December 31, 2021.**

**NOTICE:** Submitting false information for the purpose of obtaining a license is a criminal offense and grounds for license denial. An individual license allows only the individual to engage in residential construction.

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*\*The term "postmarked" means postmarked by the U.S. Postal Service, not metered.*

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**CONTINUING EDUCATION REQUIREMENTS:** Licenses submitting an inactive renewal application are not required to complete continuing education; however, inactive licenses must complete six (6) hours of continuing action to regain an active status. All licensees age of 60 or over as of October 1, 2021 (individual renewal applicants and/or the designated qualifying representative for corporate renewal applicants), upon submission of a Continuing Education Age Exemption Form, are exempt from the continuing education requirement.

