



HOME BUILDERS LICENSURE BOARD

www.hblb.alabama.gov

P.O. Box 303605 • Montgomery, Alabama 36130-3605 / Overnight Delivery: 445 Herron Street • Montgomery, Alabama 36104

Telephone (334) 242-2230 / Facsimile (334) 263-1397

Email public.records@hblb.alabama.gov

REQUEST FOR PUBLIC RECORDS

SECTION 1: REQUESTOR'S CONTACT INFORMATION

Name: _____

Mailing Address _____

City _____ State _____ Zip _____

Phone _____ E-mail Address _____

Preferred delivery: Email or U.S. Mail

SECTION 2: REQUEST FOR PUBLIC RECORDS FOR THE FOLLOWING:

Individual Name(s) Include License Number if available.: _____

Business Name(s) Include License Number if available.: _____

Mailing Address _____

City _____ State _____ Zip _____ Phone _____

SECTION 3: PUBLIC RECORDS REQUESTED (Check one)

Affidavit of licensure

Notarized statement by the Custodian of Records stating the licensure status and history

Affidavit of licensure including disciplinary actions

Notarized statement by the Custodian of records stating the licensure status and history and disciplinary actions

Public records for specific case number - Case No: _____

Other:

- There is no fee for standard requests. Time-intensive requests are \$20.00 per hour and must be paid before request is fulfilled. The requestor will be notified if there is a fee.
Requests will be fulfilled in 15 business days unless notified by the Board.

For Office Use Only.

- This is a standard request.
This is a time intensive request.