

ON THE LEVEL

A Service of the
State of Alabama
Home Builders
Licensure Board
Spring 2025



HOME BUILDERS
LICENSURE BOARD
www.hblb.alabama.gov



New Statutory Regulations Took Effect on March 17, 2025



Adoption of Statewide Building Code

The Board was granted the authority to adopt a statewide building code. The Alabama Residential Building Code Advisory Council (hereinafter “Council”) met for the first time on February 13, 2025. The council is tasked with recommending a building and energy code for adoption by the Home Builders Licensure Board by October 1, 2025. Additional information will be provided as it becomes available.



Recovery Fund Maximum Payout

The Home Builders Licensure Board expanded its consumer protection efforts by increasing the Homeowner Recovery Fund maximum payout from \$20,000 to \$30,000 towards the satisfaction of a judgment obtained by a homeowner against a licensed homebuilder.



Advertising

Licensed homebuilders are required to include their valid license number on their contracts and to share their license number when advertising. Licensees should display

or share a valid, Board-issued license number in print, television, visual and print advertisements; vehicle decals, wraps, and signage; as well as social media pages, posts and websites. License numbers should be easily accessible for the consumers and the general public to find within the advertisement.

Example: HBLB #12345

So why these new changes? Consumer protection. These new procedures proactively identify licensed builders through their advertisements and sets licensees apart from unlicensed builders. The more you use your license number, the more pressure is applied to unlicensed, unqualified contractors.

The Board is not mandating an immediate costly change causing you to scrap a lot of advertising and marketing materials by March 17, 2025. As soon as possible, take the opportunity to make sure you are displaying your license number within your advertising and on your contracts. If you have questions on what you need to do, contact the Board at ask to speak to someone in Legal.

A licensed homebuilder with a valid license issued by the Alabama Homebuilders Licensure Board has demonstrated they possess and maintain the experience, ability, and financial stability through continuing education and annual credit check.

For a more information about the new statutory regulations, visit hblb.alabama.gov.

THINGS TO KNOW ABOUT PRINTING YOUR LICENSE

You Must Have A Valid Email Address



The Home Builders Licensure Board will be communicating primarily to licensees via email. When a license application is approved - both new and renewal - an email from information@hblb.alabama.gov will be sent to the email address on file to notify the license holder that their license is available to print. To ensure that key information is received from the Home Builders Licensure Board, please make sure a valid email address is on file and add the email above to your “safe sender” list to minimize the risk of notifications going to your junk/spam folder. Email addresses can also be updated when completing the online renewal application.

Digital Licenses Are Available



The Home Builders Licensure Board no longer mails physical wallet cards and certificates. Upon receipt of the email notifying licensee that their license is available to print, licensees can access their licenses by using the link provided. When a licensee clicks the PRINT button located on their dashboard, a PDF document will open containing both the wallet card and certificate. This document can then be printed or saved to a computer or mobile device to be printed later. **The Board recommends saving the document first because it can not be reprinted.**

Licensees also have the option to save a digital version of their license on their smartphone or mobile device. A follow-up email from **Alabama Home Builders** <no-reply@passkit.io> will be sent providing a link to the digital card. Apple Wallet (iPhone) and Google Wallet (Android) currently support these digital cards.

New License Holders Must Create An Account.
First-time licensees will need to create a login

account to have access to print their license. New licensees will need to know their license number to create their account. Contact the Home Builders Licensure Board if the license number has not been provided. Once created, licensees will use this login account to print their license, and access licensure applications during the renewal period (October 1st – December 31st).

Turn Off Your Pop-Up Blockers First!



Some licensees experienced issues when trying to print their license, due to the pop-up blocker settings on their computer or mobile device. Licensees will need to turn off their pop-up blocker settings **BEFORE** clicking the PRINT button or allow pop-ups from the site, otherwise, the PDF document may not open.

License Prints Only Once



Once a licensee has clicked the PRINT button and logs out of their account, the PRINT button will disappear. In the event that the licensee's printer should malfunction, it is recommended that licensees save the PDF document of their license, so they have access to it later. Should a replacement license be needed, licensees will need to contact the Home Builders Licensure Board for further instructions.





HOME BUILDERS LICENSURE BOARD

HBLB Digital Wallet Card

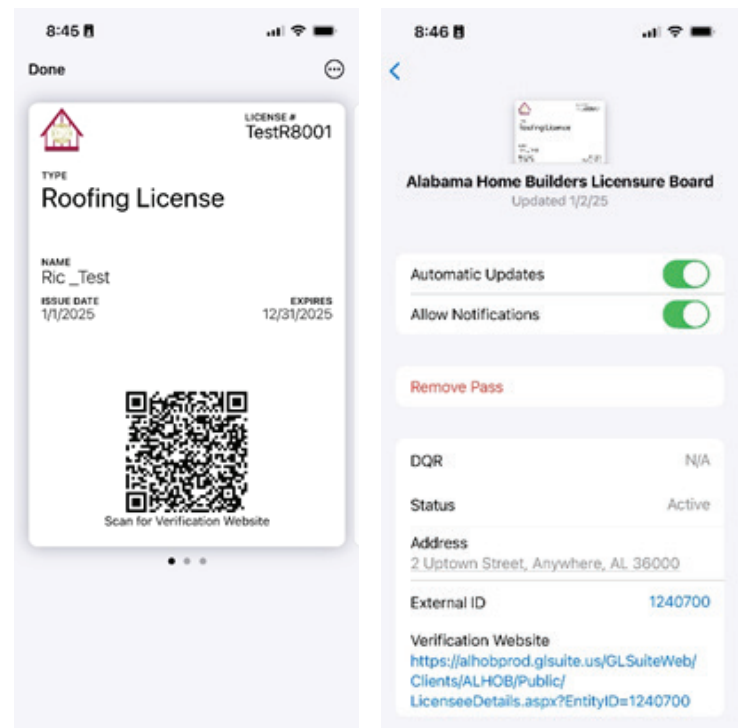
In today's increasingly digital world, the way we manage and verify credentials is rapidly evolving. For building officials, one such change is the option to verify contractors' licenses through a digital wallet card issued by the Homebuilders Licensure Board (HBLB) of Alabama.

The HBLB digital wallet card is designed with advanced security features to ensure authenticity. Officials can be confident that the information they're viewing is accurate. The digital card contains the license type, name, license number, issue date, and expiration date. The inclusion of a QR code for easy verification is a convenient feature, allowing users to quickly verify the licensure status by scanning it with a smartphone.

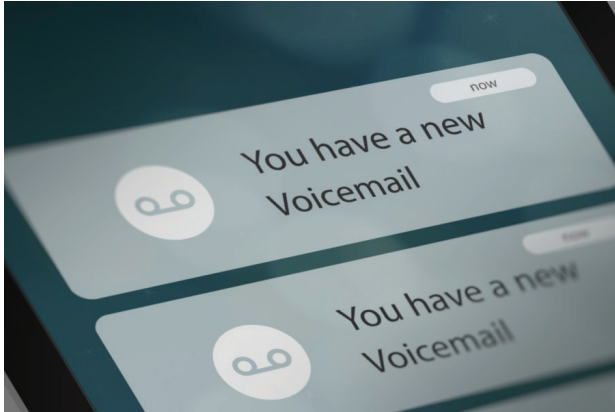
The digital card eliminates the need for licensees to carry physical documentation, reducing the chances of lost or forgotten licenses. By simply presenting their digital wallet card, licensees can provide instant proof of their licensure status to work.

The digital wallet cards from the HBLB are fully recognized and compliant with Alabama's regulations. Just like physical cards, the digital version meets the necessary requirements for proof of licensure. The use of electronic credentials is widely accepted across government agencies and private industries, and it is a legally sound and efficient way to verify credentials.

The card is linked to the licensee's HBLB account, which includes their personal information. If needed, officials can verify the identity of the residential homebuilder through the information on the card, ensuring it matches the person presenting it.



COMMUNICATION IS KEY



Sometimes the Board needs to relay information to licensees between publications of the newsletter. The methods used are email campaigns and calling posts. When the Board uses an email campaign, you will receive an email from J. R. Carden, Jr., the executive director of the Board, with an email address of information@hblb.alabama.gov. To ensure that key information is received from the Home Builders Licensure Board, please make sure a valid email address is on file and add the email above to your “safe sender” list to minimize the risk of notifications going to your junk/spam folder. **When the Board uses a calling post, you**

will receive a telephone call from (334) 242-2230. The Board recommends allowing the call to go to voicemail so that you may listen to the message when convenient. If, after listening to the message, you have questions you may contact the Board and speak with the appropriate staff member. Board staff is always ready to assist you in any way possible.



BuilderWatch Hotline

1-800-304-0853

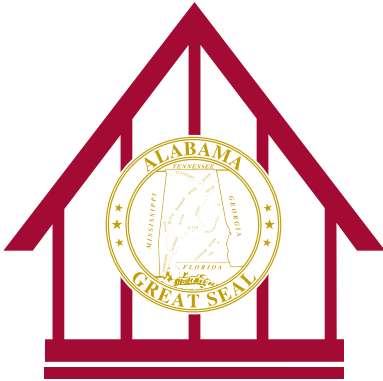
Protect Alabama Consumers and Your Industry.

Report Unlicensed Builder Activity!

(All calls will remain anonymous.)

FOR BUILDING OFFICIALS

The HBLB provides consumer protection by safeguarding the public's health, safety and welfare through the regulation of the residential construction and remodeling industries while promoting industry professionalism and home building and remodeling standards. We need your help! Please fill out this form with current information regarding your city/town. We will use this information to send out various forms of communication. Thank you in advance.



H O M E B U I L D E R S L I C E N S U R E B O A R D

Mailing Address
P.O. Box 303605
Montgomery, Alabama
36130-3605

Street Address
445 Herron Street
Montgomery, Alabama
36104

Telephone
334-242-2230

Fax
334-263-1397

www.hblb.alabama.gov

Building Official Name



Email Address



Phone Number

Permit Clerk Name



Email Address

Phone Number

City Attorney Name



Email Address



Phone Number



Mailing Address

Please email, mail, or fax this form to Attn: Mary Tyler Spivey
marytyler.spivey@hblb.alabama.gov
445 Herron Street
Montgomery, AL 36104
Fax: 334-263-1397

Like the Building Officials Facebook Group for more information from HBLB!

