

ON THE LEVEL

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



HOME BUILDERS
LICENSURE BOARD
www.hblb.alabama.gov



DON'T MISS THE DEADLINE: 2026 LICENSE RENEWAL GUIDE

It's almost time to renew your license. The Board will begin accepting renewal applications on October 1, 2025. In addition to the renewal application, licensees holding a limited or unlimited license must submit a credit report, and licensees holding a roofers license must submit a bond continuance.

The final requirement for renewal is the completion of six hours of continuing education. The designated qualifying representative (DQR) must complete continuing education for corporate entities. Visit our website for a list of [approved courses](#). Two of the six hours must meet the Alabama specific requirement. Alabama specific courses will contain the following: *****This course meets the Alabama specific requirement*****

The completion of continuing education must be reported by the provider within five days of completion. Do not send completion certificates to the Board. Licensees desiring an inactive license are not required to submit the additional documentation or complete continuing education. However, continuing education is required to return to active status.

Licensees who will be 60 by October 1st are exempt. However, the exemption must be claimed by submitting an [age exemption form](#). This is a permanent exemption and only needs to be claimed once.

Licensees renewing for the very first time are also exempt. No action is needed for this exemption.

The Board will accept renewal applications even if the continuing education isn't complete.

However, no license will be issued until all requirements, including continuing education, are met. During the online renewal process, the Board will provide your continuing education status. If you disagree with the status, continue with the renewal process, and send an email to ce@hblb.alabama.gov.

Visit our website at hblb.alabama.gov and click on continuing education.

2026 RENEWAL CHECKLIST

- **October 1** Renewal applications open
- **November 30** Deadline to not incur late fee
- **December 31** Licenses expire



Submit Renewal Application

- **Limited/Unlimited license** – Don't forget to order your credit report!
- **Roofer's license** – include bond continuance



Complete 6 hours of Continuing Education (CE)

- **At least 2 hours Alabama-specific**
- **DQR must complete CE for corporations**
- **Providers report CE (do not send certificates)**



Exemptions

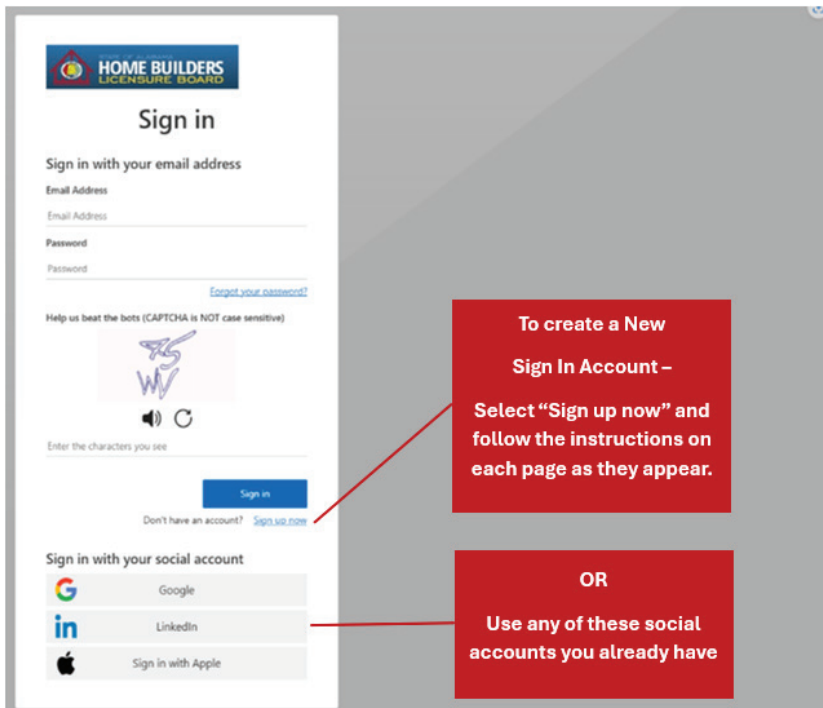
- **Age 60+ by Oct 1** – File age exemption form (permanent)
- **First-time renewal** – Automatic exemption
- **Inactive license** – No CE/docs required, but CE needed to return active



Final Notes

- **Renewal accepted without CE or credit report, but license issued only once all requirements met**

ON OCTOBER 1, 2025, THE HBLB UNVEILS A NEW FULL SERVICE ONLINE PORTAL



In the summer of 2023, the Home Builders Licensure Board (HBLB) began a massive “renovation project” of its own. Much like a home with good bones in need of an update, our basic processes were strong—but ready for modernization. We set out to transform the way we serve applicants, licensees, and the public by expanding our online services.

PARDON OUR PROGRESS

As with any renovation, progress takes time. Just as weather delays or back-ordered supplies can slow construction, our project has faced its own challenges. But the results will be worth the wait.

A key goal of this project is to expand the online portal to serve multiple audiences:

- **Licensees** - Online renewals remain available.
- **New Applicants** - Home builder and roofer applications are moving online.
- **Continuing Educations Providers** - Both applications and renewals are coming online.
- **Consumers** - Soon you’ll be able to file complaints or report unlicensed activity through this portal.

These features remain *works in progress*, but we’re committed to continuous improvement and appreciate your patience as we fine-tune.

NO MORE SECURITY QUESTIONS! HOORAY!

Some residential additions require new keys to access. Perhaps the most exciting update—no more dreaded security questions! If you’ve ever struggled with “Forgot Password?” you’ll be glad to know this is a thing of the past. Here’s what’s new:

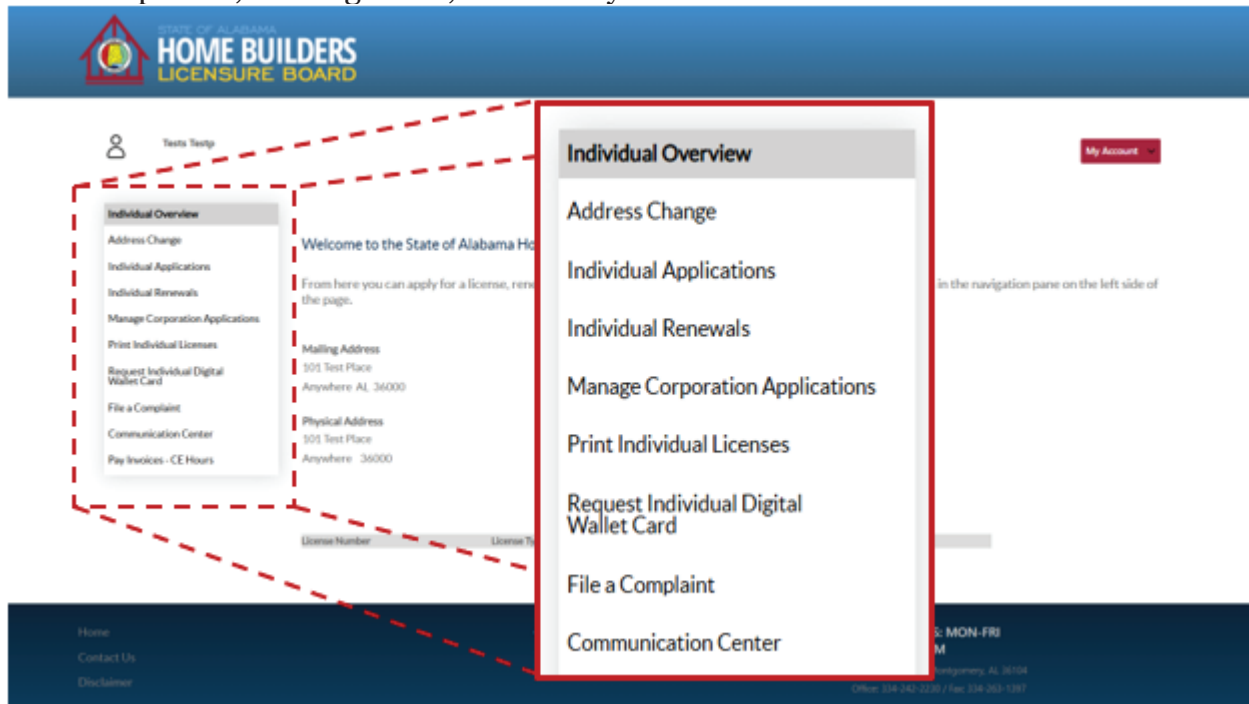
- **The bad news:** Due to a system upgrade, ALL existing users will need to create a new login by selecting “Sign Up Now” on the login page.
- **The good news:** You can now link your HBLB account to your Google, LinkedIn, or Apple account—making access quicker and easier without juggling yet another password.

ON OCTOBER 1, 2025, THE HBLB UNVEILS A NEW FULL SERVICE ONLINE PORTAL

LIFE AFTER LOGIN

As before, all login accounts are attached to an individual's record. Once logged in, users will see a modernized dashboard with expanded access:

- View and manage your individual record.
- Access corporate records if you're a Designated Qualifying Representative (DQR) or CE Contact.
- Attorneys representing homeowners can now create their own logins to manage cases related to complaints, investigations, or recovery fund actions.



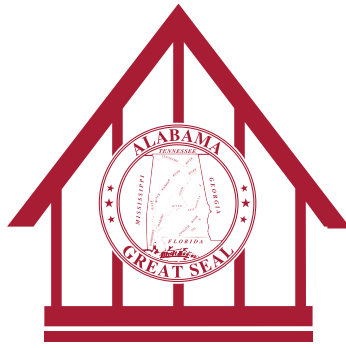
ONE STOP SERVICE, ANYTIME

The new portal provides **24/7/365** service to all users with tools designed for convenience:

- Update contact information.
- Print a license or request a digital wallet card.
- Submit questions or respond to documentation requests.

Everything you need, all in one place!

The HBLB strives to continually improve our services to our licensees and the public through technological advancements that promote efficiency for our staff and an easier path of communication for the public. We are a work in progress, but are building a system that works as hard as you do. We thank you for your patience as we continue this exciting renovation!

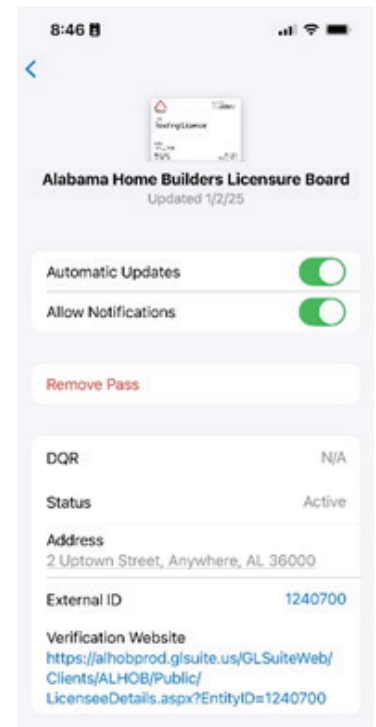
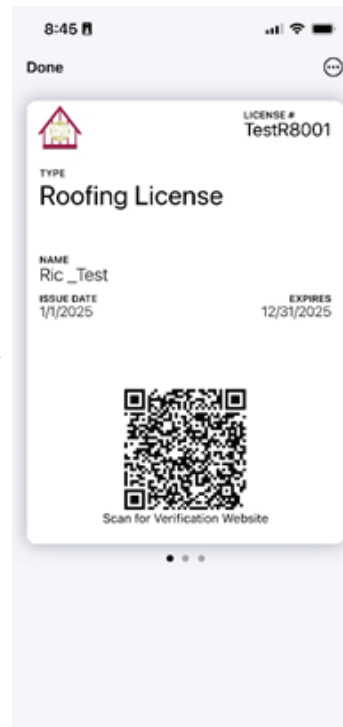


HOME BUILDERS LICENSURE BOARD

A NEW ERA: DIGITAL WALLET CARDS WITH QR VERIFICATION

As Bob Dylan says, “Times they are a changin’”. The Board no longer mails wallet cards and certificates. Instead, a link is emailed to licensees so they can save and/or print the wallet card and certificate. The wallet card and certificate can only be printed once. Therefore, the Board recommends saving them and printing later.

The digital wallet card contains all the information that appears on the paper card along with a QR code. The QR code can be scanned so homeowners and building officials can verify the licensure status of the presenter. This feature is especially helpful if the license has been suspended or revoked. It is also beneficial after renewal ends on December 31st. All renewal applications are considered timely submitted if submitted prior to the Board’s established deadline, which is December 31st. Until the Board approves, denies or rejects the timely submitted renewal application, the existing license remains active. Homeowners and building officials can scan the QR code and see whether the licensee has timely renewed. This feature is not available with the paper wallet card. The Board encourages homeowners and building officials to take advantage of the digital wallet card.



NEW EMPLOYEE

Investigator Glen Williams Jr. has served as a municipal building inspector for the past 10 years, bringing a decade of experience in ensuring safety and compliance in construction. A Cullman, Alabama native, he comes from a family rooted in education and service—his parents are retired, and his sister is a 5th-grade teacher. Outside of work, Glen enjoys freshwater and saltwater fishing, deer hunting, boating, and traveling.

CONTINUING EDUCATION: **THE FOUNDATION OF PROFESSIONAL EXCELLENCE**



Continuing education plays a vital role in maintaining high standards within the home building and roofing industries. As codes, materials, and best practices continue to evolve, it is essential for licensed professionals to stay current with the latest knowledge and techniques. By completing the required six (6) hours of continuing education, licensees not only meet state requirements but also strengthen their skills, enhance safety on the job, and provide better service to homeowners.

The Home Builders Licensure Board requires licensees to complete continuing education each year as part of the license renewal process. A list of [approved continuing education courses](#) is available on our website to help licensees select training that meets their needs and fulfills Board requirements.

Continuing education ensures that licensees remain informed, competitive, and prepared to meet the demands of an ever-changing industry - benefiting both professionals and the communities they serve.



BuilderWatch Hotline

1-800-304-0853

Protect Alabama Consumers and Your Industry.

Report Unlicensed Builder Activity!

(All calls will remain anonymous.)

DON'T BLEND IN—NEW RULES HELP SEPARATE LICENSED BUILDERS FROM UNLICENSED CONTRACTORS

Whether on television, radio, social media, truck signs, newspaper ads (print and digital) or yard signs in front of houses a home builder has performed work, all of these efforts are ways licensed home builders market themselves every day to consumers. But guess who else “markets” them-selves every day to consumers. Unlicensed home builders! And with all the advertising and no way to distinguish who is licensed or not, consumers, the reputation of the profession and each in-dividual licensed home builder are harmed.

That’s why in 2024 the legislature made changes to the law and the Home Builders Licensure Board implemented new rules related to advertising. The goal is to give licensed home builders a way to hold themselves out and readily distinguishable from those who are unlicensed. The change is simple. In your methods of advertising, display or share your valid home builders license number. You have worked hard to earn and maintain your license. Display it! That unlicensed builder cannot. The more licensed home builders make consumers aware you are licensed, the un-licensed builders no longer are able to blend in and get lost in the marketing and advertising.

In fact, the definition of a residential home builder now even contemplates advertising. That means, when we discover that unlicensed builder advertising themselves, the Board now has the legal authority, working with the Attorney General to get that person stopped.

“Every opportunity, every chance, every time when advertising, a licensed home builder should proudly tell consumers here is my HBLB license

number,” said Chip Carden, Executive Director of the Alabama Home Builders Licensure Board. “The Board made these rule changes to protect consumers, help licensees to separate themselves from unlicensed contractors and help Board investigators and staff more easily identify unlicensed contractors who are taking advantage of and harming consumers,” Carden added.

The law and rules now define advertising as it relates to home building and requires licensed

home builders to display the valid license number in advertising. Additionally, as a part of the contract execution, you should make sure your valid license number is made a part of the contract. This can be accomplished by simply writing in next to the signature line for the homebuilder.

To read relevant law and regulations click [here](#).

So what is next? The Board will continue to communicate to all licensees to make sure you are displaying your valid home builder license in advertising. The Board will begin to reach out to media to make them aware of the advertising requirements. We will expand our outreach and communication with local jurisdictions to remind them of the advertising requirements. And finally we will begin to taking legal action against unlicensed home builder advertising.

For more information on home builder advertising or the HBLB law, visit the Board website at hblb.alabama.gov or contact us at 334-242-2230.

If you have are aware of unlicensed builder activity, advertising, please contact the Board at 1-800-304-0853.

