



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

2027 ROOFERS LICENSE RENEWAL INSTRUCTIONS

2027 ROOFERS LICENSE RENEWAL

All roofer licenses must be renewed annually (Ala. Code § 34-14A-5).

Renewals Begin October 1, 2026. Renewal applications postmarked* after November 30, 2026, deadline will be classified as LATE, and applicants will be required to pay a \$50.00 late fee.

All 2026 Roofer Licenses expire December 31, 2026. Renewal applications postmarked* after December 31, 2026 will be returned to the applicant. The applicant will be required to file an expired roofers license application and pay \$300.00 (\$150.00 annual license fee and \$150.00 nonrefundable application processing fee for applicants holding an expired license) in order to receive a 2027 license.

***The term “postmarked” means postmarked by the U.S. Postal Service, not metered.**

INSTRUCTIONS

1. **APPLICATIONS:**

All renewal applicants must file an accurate and complete application, including payment of the required fees, by December 31, 2026. **Incomplete applications will be returned to the applicant.** Verify all the information in the box on the front of the application for accuracy. Changes of address, telephone number, or fax number should be made in the space provided.

2. **CORPORATE APPLICANTS:**

In addition to the information above, corporate applications must be signed in **BOTH SECTIONS 3 AND 4**. All applications not signed in both sections will be returned to the applicant as incomplete. If the business has changed (i.e., change in designated qualifying representative or change from individual to corporate license), a different form must be completed. Contact the Licensure Division for assistance.

3. **BUSINESS-RELATED FINANCIAL REQUIREMENTS:**

All renewal applicants must submit documentation provided by their insurance agent or surety stating their roofers bond has been renewed for the upcoming license year. A credit card receipt or online confirmation receipt is not acceptable. **The new expiration date must be December 31, 2027 or later.**

4. **CONTINUING EDUCATION REQUIREMENTS:**

All licensees under the age of 60 as of October 1, 2026 (individual renewal applicants and/or the designated qualifying representative for corporate renewal applicants) must have completed six (6) credit hours of continuing education before being issued a 2027 license. Licensees submitting a renewal application for the first time are not required to complete continuing education.

5. **ANNUAL FEE:**

\$150.00, payable to the Home Builders Licensure Board. All fees must be paid before a renewal application will be processed. The Board accepts personal or company checks, cashier's checks, certified checks, or money orders for all applications. Applicants may pay with a credit or debit card only if submitting an online application. The Board does not accept cash.

6. **LATE FEE:**

A \$50.00 late fee must accompany all roofers license renewal applications postmarked* **after November 30, 2026.**

7. **NON-REFUNDABLE EXPIRED ROOFERS LICENSE APPLICATION PROCESSING FEE**

Roofers renewal applications postmarked* after December 31, 2026, will be returned to the applicant with an expired license application. A \$150.00 fee will be charged in addition to the \$150.00 annual license fee and must accompany the expired license application. An expired license application must be submitted by an applicant holding an expired license less than three years old who desires to reactivate the expired license.

8. **INACTIVE LICENSE:** If you do not anticipate performing residential roofing totaling more than \$2,500 on a single job in 2027, you may submit a New, Inactive license application, which can be found on the Board's website, or you may contact the Licensure Division at 800-304-0853 and request an Inactive Roofers License application. The annual license fee for an Inactive Roofers License is \$75.00. These inactive roofers license applications are also available on our website.

RENEWAL CHECKLIST: Be sure you have:

- ☐ Completed and signed application. (CORPORATION, PARTNERSHIP AND LIMITED LIABILITY COMPANY RENEWALS MUST BE SIGNED IN BOTH SECTIONS 3 AND 4.)
- ☐ Included annual license fee of \$150.00. (Payable to the Home Builders Licensure Board)
- ☐ Renewed bond and submitted proof of renewal with application. No credit card receipts accepted as proof.
- ☐ Mailed application prior to **November 30, 2026, deadline.**
- ☐ Included \$50.00 late fee if application mailed after November 30, 2026.
- ☐ Applications will be processed when all required documentation has been received.
- ☐ Completed six (6) credit hours of continuing education (if applicable).

To avoid a late fee, all applications must be postmarked* on or before November 30, 2026.



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2027 RENEWAL ROOFERS LICENSE APPLICATION (INDIVIDUAL)

OFFICE USE ONLY

(Date Stamp)

License Fee \$ _____

Late Fee \$ _____

Total Paid \$ _____

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.



IF YOU ARE CONDUCTING BUSINESS AS A CORPORATION, PARTNERSHIP, OR L.L.C., DO NOT COMPLETE THIS FORM. YOU MUST CONTACT THE LICENSURE DIVISION FOR THE APPROPRIATE FORMS.

License File No. _____

List any and all business names/trade names you plan to use to perform residential roofing:

Mailing Address _____

City _____ County _____ State _____ Zip _____

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

Fax (_____) _____ E-mail Address _____

☐ Check if above information is the same for Physical Address.

Physical Address _____

City _____ County _____ State _____ Zip _____

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 roofers license fee is \$150.00. 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, 2026.** A \$50.00 late fee must accompany any renewal application postmarked* after November 30, 2026. **Your 2026 license expires December 31, 2026.**

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

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 roofing.

CONTINUING EDUCATION REQUIREMENTS: All licensees under the age of 60 as of October 1, 2026 (individual renewal applicants and/or the designated qualifying representative for corporate renewal applicants) must have completed six (6) credit hours of continuing education. Licensees submitting a renewal application for the first time are not required to complete continuing education.

(Continued on back)
Revised 7/2026

SECTION 1: 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.

Your application will not be processed until all required documentation has been received.

☐ Yes ☐ No 1. During the past year, have you pled guilty or nolo contendere, or been convicted of a felony?

If "YES", provide a written explanation regarding your felony charge(s), including copies of any court documents, sentencing orders, or other relevant information to the case.

☐ Yes ☐ No 2. During the past year, did you, or any company of which you are a partner, officer, member, or manager, have any professional or business license revoked or suspended in Alabama or any other state, or have an application for any professional license or business license denied in Alabama or any other state?

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

☐ Yes ☐ No 3. Do you, or any entity of which you are the Designated Qualifying Representative, have any outstanding disciplinary actions before this Board?

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

☐ Yes ☐ No 4. During the past year, were there any liens filed against you, for any residential construction work or residential roofing work performed, or the work of any company of which you are a partner, officer, member, or manager?

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

SECTION 2: 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 upcoming year. A credit card receipt or online confirmation receipt is not acceptable. **The new expiration date must be December 31, 2027 or later.**

SECTION 3: OATH AND RELEASE FOR INDIVIDUALS

I solemnly swear or affirm that I am the person referred to in this application; that the statements made herein and on the attachments hereto 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 granted a license renewal by the Home Builders Licensure Board, 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 hereby authorize any individual, company, or institution with whom I have 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.

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

Printed Name of Individual Applicant

Signature of Individual Applicant

Social Security Number of Individual Applicant

Provide Last 4 Digits: XXX - XX - _____

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