



State of Alabama

**The Alabama Board of Electrical Contractors**

2777 Zelda Road

Montgomery, AL 36106

334-420-7232

Fax (334) 263-6115

[www.aecb.alabama.gov](http://www.aecb.alabama.gov)



State of Alabama

## **The Alabama Board of Electrical Contractors**

2777 Zelda Road

Montgomery, AL 36106

334-420-7232

Fax (334) 263-6115

[www.aecb.alabama.gov](http://www.aecb.alabama.gov)

### PROVISIONAL LICENSE APPLICATION INFORMATION AND INSTRUCTIONS

1. **APPLICATION REVIEW FOR PROVISIONAL LICENSE** – Applications for a provisional license are reviewed at the Board's scheduled meetings. Applications are to be submitted to the Board Office on or before the deadline (Meeting Schedule Enclosed). Applications received after the deadline will remain in the Board Office until the next scheduled meeting. Once your application has been approved, you will receive notification of your approval and receive your license within 30 days

#### APPLICATION INSTRUCTIONS

In order for your application to be reviewed by the Board, it must be complete and include all the following information:

- ✓ All Questions and Information Requested is Complete
- ✓ Obtained Required and Notarized Signatures
- ✓ Passport Photo (2x2)
- ✓ Copy of all Licenses held by any city or county in Alabama
- ✓ A Cashier's Check or Money Order in the amount of \$75.00 for your license fee

#### **\*\*Please Note**

A provisional license will allow you to continue to work in the areas in which you are currently licensed providing you document that information and provide copies of all licenses as requested. Should you desire to obtain an Electrical Contractors license to work in all areas of the state, you will need to submit the application with all required documentation and must pass the examination.



THE ALABAMA ELECTRICAL CONTRACTORS BOARD

2777 Zelda Road
Montgomery, AL 36106
334-420-7232
Fax: (334) 263-6115
www.aecb.alabama.gov

ELECTRICAL CONTRACTORS LICENSE BY EXAMINATION / BY
WAIVER RECIPROCITY AGREEMENT

APPLICATION FOR:

Provisional License

In this space applicant
must attach a clean,
full-face photo of head
and shoulders taken
within the past six (6)
months. 2' x 2' size

1. APPLICANT INFORMATION

This section to be completed by the person seeking licensure. The name listed in this section is
the owner of the license. You must sign contracts, apply for permits, conduct business and adver-
tise in the same name that will appear on your license.

APPLICANT

Full Name: \_\_\_\_\_
(Last) (First) (Middle)

Business Name: \_\_\_\_\_
The name to put on the license to work and pull permits / DBA "Doing Business As" Name
(Exact name in which this entity will be conducting business in AL)

IRS (tax) Identification # \_\_\_\_\_
(May substitute SSN#)

Select your Business Type:

\_\_\_ Sole proprietorship \_\_\_ Partnership \_\_\_ Corporation \_\_\_ LLC \_\_\_ LLP

Mailing Address: \_\_\_\_\_
(i.e. P O Box) (City) (State) (Zip)

Business Address: \_\_\_\_\_
(Physical Street Address) (City) (State) (Zip)

Business Telephone #: \_\_ (\_\_\_\_) \_\_\_\_\_

Fax Telephone # \_\_ (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

## 2. APPLICANT INFORMATION

This is the individual that is applying for a provisional license.

Applicant Name: \_\_\_\_\_  
(LAST) (FIRST) (MIDDLE)

SSN# \_\_\_\_\_

Home Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Home Telephone #: (\_\_\_\_\_) \_\_\_\_\_ Cellular: (\_\_\_\_\_) \_\_\_\_\_

## 3. BACKGROUND INFORMATION OF APPLICANT

Attach documents and/or a written explanation for each "Yes" answer.

- \* Have you ever been disciplined for contracting/practicing as an electrical contractor without being properly licensed? \_\_\_\_\_ YES \_\_\_\_\_ NO
- \* Is any investigation or disciplinary action currently pending against you by any regulatory authority? \_\_\_\_\_ YES \_\_\_\_\_ NO
- \* Have you or an organization of which you are or were an officer, principal, qualifying party or major shareholder ever been issued a Cease and Desist Order for contracting/practicing without a license in electrical work? \_\_\_\_\_ YES \_\_\_\_\_ NO
- \* Have you ever been arrested, charged, indicted or convicted or fined for violation of any federal, state, county or municipality (other than a minor traffic violation)? \_\_\_\_\_ YES \_\_\_\_\_ NO
- \* Are you currently or have you ever been licensed or registered in the profession in any federal or state jurisdiction? \_\_\_\_\_ YES \_\_\_\_\_ NO

## 4. AFFIDAVIT OF APPLICANT/ OWNER PRESIDENT:

I, the applicant listed on this application, am a full-time employee in a responsible management position with the applicant requesting this license. I, the applicant, and I the owner / president affirm that all statements contained herein are true and correct to the best of our knowledge. We further understand that false or incorrect information provided by either of us may result in the cancellation or denial of license issued pursuant to this application and may be subject to civil and criminal proceedings. We agree that all information in this application can be verified and investigated. We have read, and are familiar with the Alabama code of Laws Act regulating contracting and hereby agree to abide by such laws.

\_\_\_\_\_  
Signature of Applicant Title Date

\_\_\_\_\_  
Signature of Owner / President Title Date

Sworn and Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public My Commission Expires \_\_\_\_\_

State of \_\_\_\_\_ County of \_\_\_\_\_

\*\*\*Note: MUST BE SIGNED & NOTARIZED OR APPLICATION WILL BE RETURNED.

## LOCAL LICENSE INFORMATION

List below all licenses held by any city or county in the State of Alabama in order to continue to work in those areas beginning January 1, 2012. Include a copy of each license held in order for this information to be listed with your license. Should you obtain any additional licenses after the date of this application, you should forward that information to the Board Office so it can be added to your licensure information. Any license not submitted with this application will result in you not being able to work in that jurisdiction that we do not have on file.

City/County License Issued by:

---

Date Licensed Issued:

---

City/County License Issued by:

---

Date Licensed Issued:

---

City/County License Issued by:

---

Date Licensed Issued:

---

City/County License Issued by:

---

Date Licensed Issued:

---

City/County License Issued by:

---

Date Licensed Issued:

---

City/County License Issued by:

---

Date Licensed Issued:

---

City/County License Issued by:

---

Date Licensed Issued:

---

City/County License Issued by:

---

Date Licensed Issued:

---

IF YOU WOULD LIKE TO RECEIVE NOTIFICATION THAT YOUR APPLICATION HAS BEEN RECEIVED, SUBMIT THIS PAGE WITH YOUR APPLICATION AND A SELF ADDRESSED RETURN ENVELOPE.

APPLICANTS APPLYING FOR PROVISIONAL LICENSE AGREEMENT THIS FORM DOES NOT APPLY TO YOU.

(Fill in the applicant name and company below)

Applicant / Company: \_\_\_\_\_

ALECB Date Stamp:

Dear Applicant:

YOUR APPLICATION HAS BEEN RECEIVED BY THE ALABAMA ELECTRICAL CONTRACTORS BOARD ON THE DATE STAMPED ABOVE.

YOU WILL NEED TO REFER TO THE BOARD'S APPLICATION DEADLINE AND MEETING CALENDAR IN ORDER TO KNOW WHEN THE APPLICATION WILL BE REVIEWED FOR APPROVAL. IF THIS LETTER IS RETURNED TO YOU THE BOARD'S STAFF HAS REVIEWED THE APPLICATION AND CONSIDERS IT TO BE COMPLETE.

(NOTE: Board's STAFF DOES NOT EVALUATE OR APPROVE APPLICATIONS. THE BOARD REVIEW ALL APPLICATIONS IN ORDER FOR THEM TO BE APPROVED.)

If the application is not considered to be complete by the Board's staff, you will receive your application along with written instructions on what is needed to complete the application.

FOR BOARD USE ONLY

DATE APPLICATION REVIEWED: \_\_\_\_\_

BOARD MEMBER ONE

APPROVED FOR PROVISIONAL LICENSE: \_\_\_\_\_ YES \_\_\_\_\_ NO

BOARD MEMBER'S INITIAL \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_

BOARD MEMBER TWO

APPROVED FOR PROVISIONAL LICENSE: \_\_\_\_\_ YES \_\_\_\_\_ NO

BOARD MEMBER'S INITIAL \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_

APPROVED / DENIED FOR PROVISIONAL LICENSE \_\_\_\_\_ YES \_\_\_\_\_ NO

EXECUTIVE DIRECTOR \_\_\_\_\_

DATE: \_\_\_\_\_