STATE OF ALABAMA
BOARD OF HEATING, AIR CONDITIONING
AND REFRIGERATION CONTRACTORS
8 Commerce Street, Suite 200
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Montgomery, Alabama 36130-5025
(334) 241-0840

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GOVERNOR

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Kathy S. LeCroix
EXECUTIVE DIRECTOR

CHANGE OF STATUS APPLICATION
ACTIVE to INACTIVE

Name _____ SSN_____ Certification #_____

Address _____

City _____ County_____ State_____ Zip Code_____

Previous Business Name _____

Home Phone _____Cell Phone _____ Alternate Phone_____

CITIZENSHIP ***This section to be completed in compliance with Ala. Code § 34-14A-7 and Ala. Code § 31-13-7.***

This section must be completed by the individual responsible in charge or if the responsible in charge is an incorporation, limited liability company, or partnership by the responsible in charge.

1. Are you a citizen of the United States?
___ Yes ____No If "yes," please read the declaration below, sign, and continue to section 2.
If "no," see question 2 below.

PROVIDE PROOF BY SUBMITTING ONE OF THE ITEMS LISTED ON ATTACHMENT

I hereby declare that I am a citizen of the United States of America and,
I sign this declaration under penalties of perjury; making a false, fictitious, or fraudulent statement or representation in this declaration is perjury in the second degree pursuant to Ala. Code § 13A-10-102.
I hereby declare that all information submitted is complete, true, and correct in accordance with the Code of Alabama 1975 §34-31-18 et seq.

_____Date_____
Signature of Responsible in Charge

2. If you are not a citizen of the United States, are you an alien who is lawfully present in the United States of America?

____ Yes ____ No If "yes," please read the declaration below, sign, and continue to section 2.

PROVIDE PROOF BY SUBMITTING ONE OF THE ITEMS LISTED ON ATTACHMENT

I hereby declare that I am an alien lawfully present in the United States of America.
I sign this declaration under penalties of perjury; making a false, fictitious, or fraudulent statement or representation in this declaration is perjury in the second degree pursuant to Ala. Code § 13A-10-102.

_____Date_____
Signature of Responsible in charge

YOU MUST SURRENDER YOUR PRESENT LICENSE CARD

If you are using this form as a renewal form you must submit $82.50 for Inactive certification

An INACTIVE contractor shall not be eligible or allowed to purchase local licenses or be issued any permits to perform installation, service or repair work, or to solicit or bid to perform installation, service or repair work on heating and air conditioning systems. Secton 440-X-1-.01(8).

All INACITVE contractors are required to maintain four (4) hours of continuing education each year in order to renew their license.

(Exception: Any INACTIVE contractor who is 65 years old or older may request to have the mandatory 4 hours of continuing education waived.)

_____
Signature (*Required)* Date:

Date Received: