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From The Office of Alabama Building Commission

HOME INSPECTOR APPLICATION



Initial Application <input type="checkbox"/>	Renewal Application <input type="checkbox"/>	<i>For Office Use Only</i>	Date Received	Date Issued
Applicant Name <i>(Please Type or Print in Dark)</i>			Home Inspector License # <i>For Office Use Only</i>	
Street Address or P. O. Box			Apartment #	
City	State	Zip Code	Home Telephone #	
Social Security No.		Employer I.D. No		
Business Name				
Street Address or P. O. Box			Suite #	
City	State	Zip Code	Business Telephone #	
Applicant is Doing Business as:				
<input type="checkbox"/> Individual Proprietorship	<input type="checkbox"/> L. L. C.	<input type="checkbox"/> Partnership	<input type="checkbox"/> Franchise	<input type="checkbox"/> Corporation
<p>If you checked above that the business is a partnership, you must list the name and address of each partner below</p> <p style="text-align:center">OR</p> <p>If you checked above that the business is a corporation, L.L.C., or franchise, you must list the names and address of the corporate officers and the statutory agent for service. (Please place a check mark [✓] by the statutory agent.)</p>				
1.		3.		
2.		4.		

Insurance Certificate:

The enclosed insurance certificate must be completed and submitted to our office by an Alabama-licensed insurance company, as proof of your having obtained the required insurance.

Name of Insurance Company: _____ **Policy No.:** _____

Has applicant successfully completed the American Society of Home Inspectors Standards and Ethics Examination? Yes No

Please submit a copy of Standards and Ethics exam test to show proof of compliance.

QUALIFICATIONS:

To qualify as a home inspector you must meet the qualifications in at least **ONE** of the following categories; in addition, you must provide proof of your qualifications. You only have to qualify in **ONE** category **NOT ALL** categories.

☛ PLEASE CHECK THE BOX THAT APPLIES TO YOU.

OR

Category A -- Professional Membership in One of The Following

- American Society of Home Inspectors, Inc. (ASHI)
- National Association of Home Inspectors, Inc. (NAHI)
- National Institute of Building Inspectors (NIBI)
- Housing Inspection Foundation (HIF)
- Home Inspection Institute
- American Inspectors Society
- Home Inspection Institute of America

OR

Category B -- Certification or Approval by One of the Following:

- Southern Building Code Congress International (One and Two Family Dwelling Inspector)
- U.S. Department of Housing and Urban Development
- U.S. Veterans Administration
- Council of American Building Officials

OR

Category C -- Alabama Licensure on or after 1/1/98 for One of the Following:

- General Contractor
- Registered Professional Architect
- Registered Professional Engineer
- Residential Home Builder

☛ PLEASE SUBMIT A COPY OF CERTIFICATE OR LICENSE AS PROOF OF QUALIFICATIONS FOR A - C.

Category D -- Education and Work Experience

- High School Diploma
- OR**
- GED

In addition to high school requirements, you must have at least one year's experience as a home inspector, and proof of having completed 100 home inspections for compensation (a list of names, addresses , and telephone numbers of the property inspected must be provided).

☛ PLEASE SUBMIT A COPY OF DIPLOMA OR GED CERTIFICATE AS PROOF OF HIGH SCHOOL EDUCATION.

OATH -- (Act.2002-517 requires that the applicant submit application under oath.)

I, _____, solemnly swear or affirm that I have read the forgoing questions and have personally answered the same fully and honestly and the answers to said questions are true to my knowledge.

Applicant's Signature

(Seal)

Sworn and subscribed to before me this _____ day of _____, _____

Notary Public

My Commission Expires:

This application should be mailed, along with the insurance, qualifications, test compliance and your registration fee of \$300.00 to:

**ATTENTION HOME INSPECTORS REGISTRATION SECTION
ALABAMA BUILDING COMMISSION
P O BOX 301150
MONTGOMERY, AL 36130-1150**

HOME INSPECTOR APPLICATION



We are happy to provide you an application and information on **THE ALABAMA HOME INSPECTORS REGISTRATION ACT (2002-517)**. As you are probably already aware, you cannot enforce your contracts as a home inspector unless you have complied with the Act's provisions. It is also a Class A misdemeanor to undertake the business of home inspection without being licensed under this new Act.

Basic information and registration requirements are included in this registration pamphlet. However, if you have further questions or would like a copy of the Act, please call the Home Inspectors Registration Section at 334-242-4811.

Kippy Tate, Director
Alabama Building Commission

Registration

Alabama Home Inspectors Registration Act requires that you submit a \$300.00 registration fee with four (4) documents: *NOTE* All licenses for 2004 shall be expressly subject to and conditioned upon the Building Commission hereafter adopting a requirements that home inspectors obtain Errors and Omissions insurance coverage and comply with additional testing. All 2004 licensed home inspectors will have to comply with these requirements, within the grace period to be determined by the Building Commission, in order to retain their 2004 license. **NO EXCEPTIONS.**

- (1). Application – Must be completely filled out, executed under oath and notarized. **NO EXCEPTIONS**
- (2). Qualifications – See application
- (3). Testing Compliance – Standards of Practice and Code of Ethics
- (4). Insurance Certification - On form provided with this application. Proving that you have obtained general liability for bodily injury and property damage insurance in the sum of not less than:
 - ✓ \$20,000 for injury or damage to property; and
 - ✓ \$50,000 for injury or damage, including death, to any one person; and
 - ✓ \$100,000 for injury or damage, including death, to more than one person.
 - ✓ ERRORS AND OMISSIONS amount to be determined.

If all documents are found to be in order and the Act's requirements are met, you will be issued a Home Inspection license expiring December 31st of 2004.

Please mail completed application to:

**ATTENTION: HOME INSPECTORS REGISTRATION SECTION
ALABAMA BUILDING COMMISSION
P. O. BOX 301150
MONTGOMERY, AL 36130-1150**

Renewal

License must be renewed 60 days **before December 31st**. The annual renewal fee is \$300.00. Errors and Omissions insurance and a written examination will be required for renewal, so contact with our office at least (60) sixty days in advance of renewal.

TIPS TO REMEMBER

- ✓ No person shall undertake the business of home inspector unless he/she has complied with the provisions of this Act.
- ✓ No person who is registered/licensed under one name shall engage in business as a home inspector under any other name, unless the other name is also registered.
- ✓ All advertisements, contracts, correspondence, and other documents prepared by a home inspector shall indicate the home inspector's license number, name, and address.
- ✓ Should the insurance coverage required by this Act cease to be effective, the home inspector must notify the Alabama Building Commission in writing immediately. The home inspector's registration/license will be suspended until the insurance is reinstated or replaced. At the time the certificate of insurance is issued, the person applying for the insurance must inform the company that it must provide 30 day advance notice to the Alabama Building Commission if the insurance is to be cancelled.

PENALTIES

Class A Misdemeanor – The Following shall be deemed guilty of a Class A Misdemeanor:

- ✓ Anyone who undertakes or attempts to undertake the business of home inspection without first registering and obtaining a license.
- ✓ Anyone who knowingly presents or files false information with the Alabama Building Commission when registering as a home inspector.

Prohibition Against Enforcement of Action

- ✓ Anyone who fails to register and obtain a license shall not be able to bring action to enforce the provisions of any contract to provide home inspections.

DEFINITIONS

Home Inspector

A person who engages in the business of performing home inspections for compensation and, who, in the pursuit of that independent business, undertakes or offers to undertake, or submits a bid to, or contracts or undertakes to inspect, or assume charge, in a supervisory capacity or otherwise, or inspects the condition of, the construction of or erection of a private residence on behalf of another person.

Residence

Any dwelling, from one to four units in design intended principally for residential purposes by one or more individuals.

Person

Any natural person, limited or general partnership, association, corporation, or other legal entity, or any combination thereof.

COMPLETING THIS FORM

Please type or print in dark ink the requested information on the attached form. Detach and mail (along with any other forms and/or information) to the ALABAMA BUILDING COMMISSION with cashier's check, bank check or commercial money order (\$300.00). **(Sorry, the ALABAMA BUILDING COMMISSION is unable to accept credit cards or personal and/or company checks.)**