



STATE OF ALABAMA  
BOARD OF HEATING, AIR CONDITIONING  
AND REFRIGERATION CONTRACTORS

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GOVERNOR

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Kathy S. LeCroix  
EXECUTIVE DIRECTOR

**HVAC CHANGE OF STATUS  
INACTIVE to ACTIVE**

ACTIVE CERTIFICATION REQUIRES A \$15,000 PERFORMANCE BOND IN THE EXACT BUSINESS NAME

Name \_\_\_\_\_ SSN \_\_\_\_\_ Certification # \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Business Name \_\_\_\_\_

Business Address \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Business Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Fax Number \_\_\_\_\_

**CITIZENSHIP VERIFICATION**

*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.*

\_\_\_\_\_  
Signature of Responsible in Charge

\_\_\_\_\_  
Date

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 you must submit \$165.00 for Active Certification

**FEES: Inactive to Active: \$82.50**

To pay by Credit Card, enter card information:  Master Card  Visa      Exp Date \_\_\_\_\_

Card Number : \_\_\_\_\_

\_\_\_\_\_  
Signature (Required)      Date:

Date Received:      Check # \_\_\_\_\_

Amount: \_\_\_\_\_