STATE OF ALABAMA
BOARD OF HEATING, AIR CONDITIONING
AND REFRIGERATION CONTRACTORS
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Dr. Robert Bentley
GOVERNOR

Kathy S. LeCroix
EXECUTIVE DIRECTOR

HVAC APPRENTICE APPLICATION

Name_____

Address_____

City_____ State_____ Zip Code_____

Social Security Number _____

Work Phone_____ Home Phone_____

Email Address_____

TO OBTAIN AN APPRENTICE CERTIFICATE YOU MUST SUBMIT THE $25.00 FEE AND EITHER: an EMPLOYER VERIFICATION OF WORK HISTORY FORM
OR
An AFFIDAVIT OF APPLICANT FORM STATING THAT YOU ARE WORKING UNDER THE SUPERVISION OF A CERTIFIED HVAC CONTRACTOR.
YOU ARE NOT REQUIRED TO SUBMIT BOTH FORMS

CITIZENSHIP VERIFICATION

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

PROVIDE PROOF BY SUBMITTING ONE OF THE ITEMS LISTED ON ATTACHMENT

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.

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.

_____

Signature of Applicant

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.

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.

_____

Signature of Applicant

If you wish to pay by credit card please enter the information below:

Visa ◯ Master Card ◯ Expiration Date _____

Card Number _____

Name on Card_____Signature_____

PROOF OF CITIZENSHIP

Code of Alabama 1975, Section 31-13-29(g)
From Act 2012-491

1. A driver's license or nondriver's identification card issued by the Alabama Department of Public Safety or the equivalent governmental agency of another state within the United States, provided that the governmental agency of another state within the United States requires proof of lawful presence in the United States as a condition of issuance of the driver's license or nondriver's identification card.

2. A birth certificate indicating birth in the United States or one of its territories.

3. Pertinent pages of a United States valid or expired passport identifying the person and the person's passport number, or the person's United States passport.

4. United States naturalization documents of the number of the certificate of naturalization.

5. Other documents or methods of proof of United States citizenship issued by the federal government pursuant to the Immigration and Nationality Act of 1952, as amended.

6. Bureau of Indian Affairs card number, tribal treaty card number, or tribal enrollment number.

7. A consular report of birth abroad of a citizen of the United States of America.

8. A certificate of citizenship issued by the United States Citizenship and Immigration Services.

9. A certification of report of birth issued by the United States Department of State.

10. An American Indian card, with KIC classification, issued by the United States Department of Homeland Security.

11. Final adoption decree showing the person's name and United States birthplace.

12. An official United States military record of service showing the applicant's place of birth in the United States.

13. An extract from a United States hospital record of birth created at the time of the person's birth indicating the place of birth in the United States.

14. AL-verity.

15. A valid Uniformed Services Privileges and Identification Card.

16. Any other form of identification that the Alabama Department of Revenue Authorizes, through an administrative rule promulgated pursuant to the Alabama Administrative Procedure Act, to be used to demonstrate or confirm a person's United States citizenship or lawful presence in the United States, provided that the identification requires proof of lawful presence in the United States as a condition of issuance.

PROOF LAWFUL PRESENCE OF NON-CITIZEN

Code of Alabama 1975, Section 31-13-3-(10) [LawDesk]

1. A valid, unexpired Alabama driver's license.

2. A valid, unexpired Alabama nondriver's identification card.

3. A valid tribal enrollment card or other form of tribal identification bearing a photograph or other biometric identifier.

4. Any valid United States federal or state government issued identification document bearing a photograph or other biometric identifier, if issued by an entity that requires proof of lawful presence in the United States before issuance.

5. A foreign passport with an unexpired United States Visa and a corresponding stamp or notation by the United States Department of Homeland Security indicating the bearer's admission to the United States.

6. A foreign passport issued by a visa waiver country with the corresponding entry stamp and unexpired duration of stay annotation or an I-94W form by the United States Department of Homeland Security indicating the bearer's admission to the United States.

AFFADAVIT OF APPLICANT FOR HEATING & AIR CONDITIONING APPRENTICE REGISTRATION

I, _____, solemnly swear and affirm that
(Name of Applicant)

I am presently working in the Heating and Air Conditioning industry and I am a regularly employed person for: _____
Name and Certification Number of Contractor

_____
Name of Heating & Air Conditioning Business

I declare under penalty of perjury, under the laws of the State of Alabama, that all statements contained in this application, and any accompanying documents, is true and correct, with full knowledge that all statements made in this application are subject to investigation and that any false or dishonest answer to any question may be grounds for denial or subsequent revocation of registration.

_____
Signature of Applicant

Sworn to and subscribed before me this _____ day of _____, 20__.

_____
Notary Public
My Commission Expires: _____

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EMPLOYER VERIFICATION OF WORK HISTORY

Name of Applicant _____

Mailing Address _____

City _____ State _____ Zip Code _____

Number of Years Employed with Certified Contractor _____ Home Phone Number _____

Business Phone _____ Cell Phone _____ Fax Number _____

Name of Certified Contractor _____ Certification Number _____

I declare under penalty of perjury, under the laws of the State of Alabama, that all statements contained in this Verification of Work History are true and correct with full knowledge that all statements made on this form are subject to investigation and that any false statements or dishonest answers to any question may be grounds for suspension of my certification by the Board of Heating, Air Conditioning and Refrigeration Contractors.

Signature of Certified Contractor:_____ Date_____

Sworn and subscribed to me this the _____ day of 20_____.

_____
Notary Public

My commission expires: _____

Print Form