




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)

## Memorandum:

TO: Prospective Reciprocity / NASCLA Waiver Applicant

FROM: Keith E. Warren   
Executive Director

SUBJECT: Reciprocity with Georgia, Louisiana, Mississippi, North Carolina,  
South Carolina, Tennessee, or Virginia Reciprocity NASCLA exam Waiver

### **RECIPROCITY/ NASCLA WAIVER EVERYONE MUST SUBMIT THE SAME INFORMATION.**

To receive an Alabama Electrical Contractors license through reciprocity/ NASCLA Waiver, you must comply with the following:

Before a license can be issued you will have to pass an Alabama Business & Law examination. Once the application has been approved for reciprocity/examination you will receive a notice to contact PROV. Reference, under forms section of Board's website Candidate Information Bulletin for scheduling and exam information.

#### **All Forms must be original.**

Complete application [www.aecb.alabama.gov](http://www.aecb.alabama.gov), Affidavits, 2x2 photograph taken in the last 6 months. Citizenship compliance with Ala. Code §34-14A-7/copy of Identification.

**Cashier's check or money order** in the amount of **\$315.00 NONREFUNDABLE**. made payable to the Alabama Electrical Contractors Board. **No Company or Personal Checks are accepted.**

#### **Reciprocity Waiver:**

**An original verification letter** (no faxes, copies, online letters, or score sheets form testing centers) from the state licensing board verifying your license, that you are in good standing, passed that State's examination receiving a grade of 70 or more. License is Nonrestricted. ***This letter must be with your application not sent separately.***

#### **NASCLA Waiver:**

Score (copy accepted) report from NASCLA passing electrical contractors exam. Alabama business and Law exam giving by PROV required.



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In this space applicant  
attach 2"x2" photo  
taken in the last six  
(6) months.

**ELECTRICAL CONTRACTORS LICENSE BY EXAMINATION.**

Select one: \_\_\_\_\_ **Electrical Contractor by Examination by PROV**  
\_\_\_\_\_ **Electrical Contractor by NASCLA Examination**  
\_\_\_\_\_ **Electrical Contractor by Reciprocity/NASCLA Exam Waiver**  
Note: Alabama Business & Law Examination  
required before license will be issued.

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

**Proposed Business Name**  
\_\_\_\_\_

SSN: \_\_\_\_\_ DOB: \_\_\_\_\_

**Current Business Mailing Address:**

\_\_\_\_\_  
(Street or P.O. Box) (City) (State) (Zip)

**Current Business Physical Address:**

\_\_\_\_\_  
(Street or P.O. Box) (City) (State) (Zip)

**Business Phone:** (\_\_\_\_) \_\_\_\_\_ **Cell Phone:**(\_\_\_\_) \_\_\_\_\_

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

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

**Background Information of Applicant**

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

Have you ever been disciplined by any state electrical contracting regulatory agency? This includes being issued a Cease-and-Desist Order.

\_\_\_\_\_ YES      \_\_\_\_\_ NO

Is any investigation or disciplinary action currently pending against you by any regulatory authority of any state?

\_\_\_\_\_ YES      \_\_\_\_\_ NO

Have you or any 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 being properly licensed?

\_\_\_\_\_ YES      \_\_\_\_\_ NO

**Statement of Applicant:**

I, the applicant, whose signature appears below, am a full-time employee in a responsible electrical supervisory position. I affirm that all statements contained herein are true and correct to the best of my knowledge. I understand that false or incorrect information provided on this form may result in the cancellation or denial of a license issued pursuant to this application. As an additional result of untruthful statements, I may be subject to civil and criminal proceedings. I agree that all information provided in this application may be verified and investigated. I have read, and am familiar with, the Alabama Electrical Contractors Act regulating electrical work in this State and hereby agree to abide by the laws and regulations governing electrical contracting.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**Note: MUST BE SIGNED OR APPLICATION WILL BE RETURNED**

# Work Affidavit

Applicants must furnish the Board a separate affidavit from each employer or company certifying the applicant's hours in supervising electrical construction work. If you are signing the affidavit for yourself, i.e. self-employed, you will need a second signature to attest to your supervisory experience and knowledge of electrical installations. The second certifying signature may be obtained from a person familiar with your work, such as a licensed electrical contractor, a building or electrical inspector, or an electrical project manager.

If employed by more than one certifying employer during the 8,000 hours of supervisory time certified, use separate affidavits for each employer and list each Supervisory Position and the period applicable. A minimum of 8,000 hours must be certified.

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, I hereby certify that:

\_\_\_\_\_ (Last Name) (First Name) (Middle Initial)

was employed by \_\_\_\_\_ (Company Name)

\_\_\_\_\_ in the capacity of:  
(Company Address, City, State, Zip Code)

Supervisory Position/Title \_\_\_\_\_ from the \_\_\_\_\_ day of \_\_\_\_\_  
through the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Total hours worked \_\_\_\_\_

I certify that the above statements are true and correct according to the company records and/or my personal knowledge.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
NOTARY

My Commission Expires \_\_\_\_\_  
(Seal)

\_\_\_\_\_  
Name (PLEASE PRINT)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title or License #, if applicable

(\_\_\_\_\_) \_\_\_\_\_  
Phone

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

Second Signature attest to Supervisory Experience

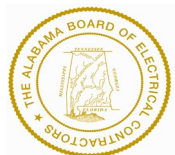
\_\_\_\_\_  
Name (PLEASE PRINT)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title or License #, if applicable

(\_\_\_\_\_) \_\_\_\_\_  
Phone

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



## Alabama Board of Electrical Contractors

### Proof of Citizenship Form

This form is to be completed by all applicants to comply with Alabama Code §31-13-7 (1975 as amended). Please mail this form with a copy of the required documentation to:

**Alabama Board of Electrical Contractors**

**2777 Zelda Rd.**

**Montgomery, AL 36106**

**Do not send originals or faxes of citizenship/legal presence documents.**

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Name (Please Print): \_\_\_\_\_

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#### Track I: Please complete this section if you are a United States Citizen. Check all that apply below:

I am a United States Citizen. I am submitting the attached COPY of my document to prove citizenship:

Please check and submit one of the following:

- Alabama Driver's License or identification issued by the Department of Public Safety
- Driver's License from another state that required proof of lawful presence.
- Birth Certificate indicating U.S. Birth
- Valid U.S. Passport
- Military Identification showing U.S. as place of birth.
- Naturalization documents
- Certificate of Citizenship
- Consular report of birth abroad of US Citizen
- Bureau of Indian Affairs identification
- American Indian card issued by Homeland Security
- Final adoption decree showing person's name and place of U.S. Birth
- A valid Uniformed Services Privileges and identification card
- Excerpt from a United States hospital record of birth indicating the place of birth in the United States
- Certification of Birth issued by U.S. Department of State

I hereby declare that I am a citizen of the United States of America. I sign this declaration under penalty of perjury; making a false or fictitious statement or representation in this declaration is perjury in the second degree, pursuant to Ala. Code S 13A10-102.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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#### Track II: Please complete this section if you are not a United States Citizen. Check all that apply below:

I am not a United States Citizen. I am submitting the attached COPY of my document to prove legal presence in the US:

Please check and submit one of the following:

- 1-327 Re-entry Permit
- 1-551 Permanent Resident Card
- 1-571 Refugee Travel Document
- 1-766 Employment Authorization Card
- 1-94 Arrival/Departure Record
- Unexpired Foreign Passport
- Temporary 1-551 Stamp (on passport or 1-94)
- 1-20 Certificate of Eligibility for non-immigrant (F-1) student status
- DS 2019 Certificate of Eligibility for Exchange Visitor (J-1) status
- Machine-readable immigrant Visa (with temporary 1-551 language)
- Other: Explain: \_\_\_\_\_

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**FOR BOARD USE ONLY**

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

**BOARD MEMBER:**

**APPROVED FOR EXAMINATION:** \_\_\_\_\_ YES \_\_\_\_\_ NO

**DISAPPROVED FOR EXAMINATION DUE TO:**

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State of Alabama

## The Alabama Board of Electrical Contractors

2777 Zelda Road  
Montgomery, AL 36106

If you would like to receive notification that your application has been received, submit this page with your application, along with a self-addressed stamped envelope.

Fill in the applicant's name and company below:

Applicant: \_\_\_\_\_

Company: \_\_\_\_\_

Application Complete:

**Applicant:** Your application has been received by the Alabama Board of Electrical Contractors.

You will need to refer to the Board's application deadline and meeting calendar to know when your application will be reviewed for approval to take the examination. If this letter is returned to you, the Board's staff will have reviewed your application and consider it to be complete.

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