



South Carolina Department of Labor, Licensing and Regulation
South Carolina Contractor's Licensing Board
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 P.O. Box 11329 • Columbia • SC • 29211
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www.llronline.com/POL/Contractors



For Office Use Only
Amt: \$ _____
Ck#: _____

Doc# 140

2018-2020 Burglar and Fire Renewal Form

Section 1 - LICENSEE INFORMATION

Company Name and DBA Name (if applicable):		License#:
Mailing Address:	Physical Address:	
Phone:	Fax:	
E-Mail(s):		

Section 2 - RENEWAL INSTRUCTIONS:

- Complete all questions, and sign and date this renewal form. Print in black or blue ink only and attach additional sheets if necessary. **Incomplete applications will be returned.**
- If you have a change in your **Federal ID#** or **Style of Business**, do not complete this form. Download Doc #130 to complete instead.
- Fees: Renewed by July 31, 2018: Main Office: \$200** (includes primary qualifier). **Branch Office: \$50** (includes primary qualifier). **Each Additional Qualifier: \$10 each.** **NOTE: Licenses not renewed by July 31, 2018 will show Lapsed on the website.**
Renewed August 1 – October 31, 2018 - Add late fees: August 1-31: add \$100. September 1-30: add \$150. October 1-31: add \$175.
After October 31, 2018 renewals will end. The license must be reinstated by submitting an initial application, Doc #130.
- You must have a current **Certificate of Liability Insurance** (minimum amount \$100,000) on file with this office before you can renew your license, indicating the SC Contractor's Licensing Board as the "Certificate Holder" on the form.
- Make payment payable to SCCLB.** Mail all items to address above (use P.O. Box for regular mail; use street address for overnight mail). Your application must be postmarked by July 31, 2018 to avoid the additional late fees.

Section 3 - RENEWAL FEES (Check each license (and additional qualifier if applicable), being renewed)

All fees are non-refundable. A returned check fee of up to \$30, or an amount specified by law, may be assessed on all returned funds.

<input type="checkbox"/> Burglar Alarm Main Office (& Primary Qualifier) - \$200	<input type="checkbox"/> Fire Alarm Main Office (& Primary Qualifier) - \$200
<input type="checkbox"/> Burglar Alarm Branch Office - \$50	<input type="checkbox"/> Fire Alarm Branch Office - \$50
<input type="checkbox"/> Each Additional Burglar Qualifier: #: _____ x \$10 each	<input type="checkbox"/> Each Additional Fire Qualifier: #: _____ x \$10 each
Add Late Fees: <input type="checkbox"/> \$100 Late Fee (8/1 - 8/31) <input type="checkbox"/> \$150 Late Fee (9/1 - 9/30) <input type="checkbox"/> \$175 Late Fee (10/1 - 10/31)	

TOTAL AMOUNT SUBMITTED: \$ _____

Section 4 - RENEWAL QUESTIONS:

ALL 5 QUESTIONS MUST BE ANSWERED COLLECTIVELY BY THE OWNER/PRESIDENT AND ALL QUALIFYING PARTIES

All YES answers require a detailed written explanation and supporting documentation for verification.

SINCE YOUR LAST SUBMITTED APPLICATION OR RENEWAL, HAVE YOU HAD ANY OF THE FOLLOWING:

- Had a license, certification, or registration been denied, cancelled, surrendered, revoked, suspended, restricted, issued a Cease and Desist Order for unauthorized practice, been disciplined by any Federal or state authority or contracted without proper licensure? Yes No
- Been arrested, indicted, convicted, pled guilty or nolo contendere for violation of any federal, state, or local law (other than minor traffic violations)? Yes No
- Received notice of final judgments, liens, or claims related to the alarm business?..... Yes No
- Been currently placed under sentence, including probation or parole, for a felony, crime of moral turpitude, or other criminal violation while engaged in or related to any aspect of the alarm business?..... Yes No
- Have a change in lawful presence status in the United States that has not been updated or reported to the board? Yes No

Section 5 - QUALIFYING PARTY INFORMATION:

QUALIFYING PARTY:

List all Qualifying Party names below approved by the Board: To add a new qualifying party, download and submit an initial application, Doc #135, from the web site at www.llronline.com/POL/Contractors/; select Applications and Forms.

Primary Qualifying Party Printed Name – Burglar Alarm

Signature

Primary Qualifying Party Printed Name – Fire Alarm

Signature

Additional Qualifying Party Printed Name

Signature

Additional Qualifying Party Printed Name

Signature

Section 6 - REGISTERED EMPLOYEES:

Your list of “Registered Employees” can be view online at: <https://verify.llronline.com/LicLookup/LookupMain.aspx>. To add or delete employees, go to www.llronline.com/POL/Contractors/, select Applications and Forms, and [Document #126 - Add or Delete Registered Employees Online](#).

Check one of the following:

- I have reviewed the Registered Employees online and they are correct as listed.
- I have reviewed the Registered Employees online and have made or will make the needed changes to add and/or delete employees through the online website.
- I do not have any Registered Employees at this time.
(All employees of an alarm business that do not meet the requirements of a qualifying party but are employed more than thirty days in any given calendar year and have access to client records and/or client property must be registered with the board within thirty working days of employment.)

Section 7 - AFFIDAVIT:

Affidavit of Owner/President

I hereby certify that each individual listed above as a primary qualifying party is a full-time owner, partner, officer, or employed in a full-time management position with the burglar and/or fire alarm entity listed on this application. All statements contained herein are true and correct to the best of my knowledge. I further understand that false or incorrect information provided by me may result in the cancellation or denial of our license issued pursuant to this renewal and may be subject to civil and criminal proceedings. I agree all information in this application can be verified and investigated. I have read, and I am familiar with the South Carolina Code of Laws regulating alarm businesses and hereby agree to abide by such laws.

Print Name of Owner/President

Title

Date

Signature of Owner/President

“South Carolina law requires the agency to collect personal information which is only disseminated as required by law. The South Carolina Freedom of Information Act ensures that the public has a right to access appropriate records and information possessed by a government agency. Therefore, some personal information on your renewal application and other documents on file may be subject to public scrutiny or release. The Department collects and disseminates personal information in compliance with The South Carolina Freedom of Information Act, the South Carolina Family Privacy Protection Act and other applicable privacy laws and regulations. Additionally, the Department shares certain information on the application with other governmental agencies for various governmental purposes, including research and statistical purposes.”