



**South Carolina Department of Labor, Licensing and Regulation
South Carolina Residential Builders Commission**

110 Centerview Dr. • Columbia • SC • 29210
P.O. Box 11329 • Columbia • SC 29211-1329
Phone: 803-896-4696 • Contact.RBC@llr.sc.gov • Fax: 803-896-4814
www.llronline.com/POL/ResidentialBuilders/



2017-2019 Specialty Contractor Electrical/Plumbing/HVAC Renewal Application

If you are paying a license fee for more than one of the above classifications you must complete a separate application for each one.

Name and address:

_____ **License Number** _____

_____ **License Type** _____

Renewal License Fee is \$210

Write your License Number on your check; make check payable to LLR-SCRBC, complete this application and mail to the address above. All fees are non-refundable. A returned check fee of \$30, or an amount specified by law, may be assessed on all returned funds.

Indicate any company name and address below. (Please Print)

D/B/A Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

County: _____ **Phone:** _____ **Fax** _____

Please answer the following questions. If your answer to any question is yes, please explain on a separate sheet of paper and return it with your application and any other pertinent documents. Any question(s) left blank will result in your application being returned.

- | Yes | No | Renewal Questions: |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | A. Since your last renewal, have you been denied a license as a home builder, specialty contractor or general contractor in this state or any other state? |
| <input type="checkbox"/> | <input type="checkbox"/> | B. Since your last renewal, have you been convicted, pled guilty or nolo contendere for violation of any federal, state, or local law (other than minor traffic violations)? |
| <input type="checkbox"/> | <input type="checkbox"/> | C. Since your last renewal, have there been any judgments, liens or claims filed against you or any business with which you have been associated? |
| <input type="checkbox"/> | <input type="checkbox"/> | D. Is any complaint pending, under investigation, or has any action been taken against your license in any jurisdiction? |
| <input type="checkbox"/> | <input type="checkbox"/> | E. Has there been any change in the status of your lawful presence in the United States since initial licensure? (i.e., naturalization; received a renewed permanent resident card) If yes, please submit a written explanation. |

I certify that all statements herein are true to the best of my knowledge. I further understand that false or incorrect information provided by me may result in the cancellation of any license issued pursuant to this application and the institution of appropriate civil and criminal proceedings.

Signature of Applicant

Date

NOTES:

- If you choose not to renew your license, after 3 years you will be required to take the examination to obtain your license.
- It will be the responsibility of the licensee to comply with applicable standard building, plumbing, gas, and electrical codes in residential construction, regardless of owner's instructions.
- In conjunction with your specialty contractors' license, you are required to adhere to the licensing ordinances and policies of the local jurisdiction.
- You are required to immediately notify the Commission, in writing, of any name and/or address changes. Name changes require a copy of legal documentation (i.e., marriage license, divorce decree, court order).
- Pursuant to Section 40-59-220 (D) When the cost of an undertaking performed by a residential specialty contractor for an individual property owner exceeds five thousand dollars (\$5,000), the residential specialty contractor must obtain an executed bond with a surety in the amount approved by the Commission. The bond must be in the name of the specialty licensee, not his company and in the amount of \$10,000.

South Carolina Law requires the agency 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 services. In order to better protect the information you provide, please provide the Department with the following information that may be released to the public upon request: a public mailing address, a public email address and a public telephone number.