

State Board of Examiners of Electrical Contractors  
P. O. Box 18727, Raleigh, NC 27619

REQUEST TO ADD QUALIFIED INDIVIDUAL(S) TO NORTH CAROLINA ELECTRICAL CONTRACTING LICENSE  
OR  
TO REMOVE QUALIFIED INDIVIDUAL(S) FROM NORTH CAROLINA ELECTRICAL CONTRACTING LICENSE

RECIPROCITY STATE

- 1. NAME IN WHICH AFFECTED LICENSE IS CURRENTLY ISSUED: \_\_\_\_\_
- 2. NORTH CAROLINA ELECTRICAL CONTRACTING LICENSE NUMBER \_\_\_\_\_
- 3. IS CHANGE FOR PRINCIPAL PLACE OF BUSINESS? YES  NO
- 4. IS CHANGE FOR BRANCH PLACE OF BUSINESS? YES  NO
- 5. NAME, SIGNATURE AND SOCIAL SECURITY NUMBER OF EACH QUALIFIED INDIVIDUAL TO BE ADDED TO LICENSE:

FULL NAME	SIGNATURE	SOCIAL SECURITY NUMBER
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

- 6. HAS THE OWNER (IF A SOLE PROPRIETORSHIP), ANY PARTNER (IF A PARTNERSHIP), ANY OFFICER (IF A CORPORATION), ANY MEMBER (IF LIMITED LIABILITY COMPANY) OR ANY QUALIFIED INDIVIDUAL BEEN CONVICTED OF A CRIME, OR IS ANY SUCH PERSON PRESENTLY SERVING OR HAS HE/SHE COMPLETED ANY PERIOD OF INCARCERATION, PROBATION OR PAROLE DURING THE LAST 3 YEARS FOR ANY FELONY, OR DURING THE PAST YEAR FOR ANY MISDEMEANOR (**EXCLUDING** MINOR TRAFFIC VIOLATIONS)? YES \_\_\_\_\_ NO \_\_\_\_\_ IF YES, EXPLAIN ON REVERSE SIDE OF THIS FORM AND PROVIDE A COPY OF THE COURT JUDGMENT. IF A COPY OF THE COURT JUDGMENT WAS PREVIOUSLY SUBMITTED, INITIAL HERE \_\_\_\_\_ AND **DO NOT RE-SUBMIT**.
- 7. FOR EACH QUALIFIED INDIVIDUAL TO BE REMOVED FROM LICENSE, ENTER NAME, SOCIAL SECURITY NUMBER AND **DATE EMPLOYMENT WAS TERMINATED** \_\_\_\_\_
- 8. CURRENT LICENSE CERTIFICATE ON WHICH CHANGE IS REQUESTED IS FORWARDED WITH THIS REQUEST \_\_\_\_\_; HAS ALREADY BEEN FORWARDED TO THE BOARD \_\_\_\_\_.
- 9. SIGNATURE AND TITLE OF PRINCIPAL OWNER OR OFFICER OF FIRM REQUESTING THIS CHANGE:

SIGNATURE \_\_\_\_\_ TITLE: \_\_\_\_\_

\*\*\*\*\*FOR BOARD USE ONLY\*\*\*\*\*

REQUEST APPROVED \_\_\_\_\_ BY \_\_\_\_\_ LICENSE RETURNED & DESTROYED \_\_\_\_\_  
DATA ENTRY \_\_\_\_\_ BY \_\_\_\_\_ LICENSE PRINTED & MAILED \_\_\_\_\_