



## STATE BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS

### MEMORANDUM

TO: GEORGIA LICENSEES

FROM: NORTH CAROLINA STATE BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS

SUBJECT: APPLYING FOR NORTH CAROLINA FIRE ALARM/LOW VOLTAGE WIRING CONTRACTING LICENSE

Enclosed is the application packet for your use in applying for a North Carolina fire alarm/low voltage wiring contracting license pursuant to the North Carolina State Board of Examiners of Electrical Contractors' resolution establishing waiver of examination for eligible Georgia licensees.

We are also enclosing a booklet containing the laws applicable to electrical contracting in North Carolina and the Board's rules (Title 21 NCAC 18B) for the implementation of the electrical contracting licensing laws in North Carolina.

After carefully studying all of this information, please submit your completed application, together with the additional required information as enumerated on the back of the application form, to: STATE BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS, 3101 Industrial Drive, Suite 206, Raleigh, NC 27609

You are hereby advised that until your firm has obtained a license from this Board, it is unlawful for it to engage or offer to engage in the business of electrical contracting in the State of North Carolina as defined in N.C.G.S. 87-43.

Please let us know if we can assist you in any way.

Enclosures

GA FIRE ALARM/LOW VOLTAGE WIRING

AGREEMENT  
ESTABLISHING WAIVER OF EXAMINATION FOR ELIGIBLE LICENSEES

Pursuant to statutory authority vested in each state, the Georgia Construction Industry Licensing Board, Division of Low Voltage Contractors and the North Carolina State Board of Examiners of Electrical Contractors do hereby enter into the following agreement:

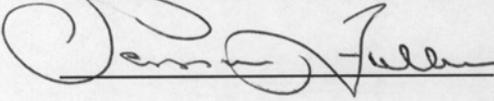
1. The Georgia Construction Industry Licensing Board, Division of Low Voltage Contractors agrees to accept as meeting the requirements for an approved Low Voltage-Alarm, Low Voltage-Telecommunication, Low Voltage-Unrestricted, or Low Voltage-General examination any applicant and issue a Georgia Low Voltage-Alarm, Low Voltage-Telecommunication, Low Voltage-Unrestricted, or Low Voltage-General license to such applicant, based on the following:
  - (a) The applicant is a “qualified individual” in the Unlimited or Low Voltage classification, as defined by Chapter 87 Article 4 of the General Statutes of North Carolina, who qualified on the basis of having taken and passed the normally required written examination administered by the North Carolina State Board, provided that the applicant did not obtain a North Carolina license based on any examination other than the normally required written examination administered by the North Carolina State Board of Examiners of Electrical Contractors; and
  - (b) The applicant meets the experience and all other requirements of the Georgia Construction Industry Licensing Board for the issuance of a Georgia Low Voltage-Alarm, Low Voltage-Telecommunications, Low Voltage-Unrestricted, or Low Voltage-General license.
2. The North Carolina State Board of Examiners of Electrical Contractors agrees to waive the normally required written examination and issue a North Carolina low voltage electrical contractors license to any applicant provided:
  - (a) The applicant’s Georgia license was issued on the basis of the applicant’s qualifying agent having taken and passed the normally required Low Voltage-Alarm, Low Voltage-Telecommunication, Low Voltage-Unrestricted, or Low Voltage-General examination administered by the Georgia Construction Industry Licensing Board; and
  - (b) The applicant did not obtain a Georgia license through any agreement between the Georgia Construction Industry Licensing Board and any other state; and
  - (c) The applicant meets all other requirements of the North Carolina State Board of Examiners of Electrical Contractors for the issuance of a low voltage electrical contractors license.

- The provisions of this reciprocal licensing agreement shall become effective on a date agreed to by the parties of this agreement and shall remain in effect until such time as either the Georgia Construction Industry Licensing Board, Division of Low Voltage Contractors or the North Carolina State Board of Examiners of Electrical Contractors advises the other state agency through written notice of its intention to terminate the same. Such written notice must be filed with the other state agency at least ninety days prior to the date the respective state agency intends to terminate this agreement.

The foregoing agreement was adopted by the North Carolina State Board of Examiners of Electrical Contractors during a duly scheduled meeting held on the date indicated below; and was adopted by the Georgia Construction Industry Licensing Board, Division of Low Voltage Contractors during a duly scheduled meeting held on the date indicated below.

ATTESTED:

GEORGIA CONSTRUCTION INDUSTRY LICENSING BOARD  
DIVISION OF LOW VOLTAGE CONTRACTORS

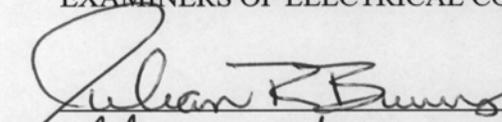
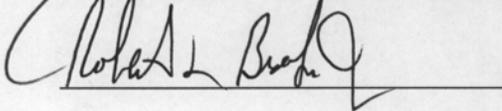
 Division Chairman

2/21/02 Date



ATTESTED:

NORTH CAROLINA STATE BOARD OF  
EXAMINERS OF ELECTRICAL CONTRACTORS

 Chairman  
 Secretary

MARCH 13, 2002 Date

**GEORGIA RECIPROCITY  
APPLICATION FOR NORTH CAROLINA FIRE ALARM/LOW VOLTAGE WIRING  
ELECTRICAL CONTRACTING LICENSE**

MAIL TO: STATE BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS  
3101 INDUSTRIAL DRIVE, SUITE 206, RALEIGH, NC 27609

TELEPHONE: (919) 733-9042  
FAX: (800) 691-8399

**\$85.00 ANNUAL LICENSE FEE**

\*\*\*\*\*  
**IMPORTANT: SEE INFORMATION ON BACK OF THIS APPLICATION**  
\*\*\*\*\*

1. LICENSE NAME (MUST BE EXACT NAME IN WHICH ELECTRICAL CONTRACTING BUSINESS WILL BE CONDUCTED IN NORTH CAROLINA):

\_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

LOCATING ADDRESS (IF OTHER THAN MAILING ADDRESS): \_\_\_\_\_

PHONE NUMBER: BUSINESS (\_\_\_\_\_) \_\_\_\_\_ CELL (\_\_\_\_\_) \_\_\_\_\_ (QUALIFIED AGENT)

FAX NUMBER: (\_\_\_\_\_) \_\_\_\_\_ EMAIL (QUALIFIED AGENT) \_\_\_\_\_

2. INDICATE THE NATURE OF YOUR BUSINESS AND GIVE NAME OF OWNER, NAMES OF PARTNERS, NAMES AND TITLES OF OFFICERS, OR NAMES OF MEMBERS:

SOLE PROPRIETORSHIP     PARTNERSHIP     CORPORATION     LIMITED LIABILITY COMPANY

3. HOW DO YOU PLAN TO CONDUCT AN ELECTRICAL CONTRACTING BUSINESS?     FULL-TIME     PART-TIME?

4. PLEASE PRINT CLEARLY OR TYPE THE **FULL NAME AND SOCIAL SECURITY NUMBER** OF EACH QUALIFYING AGENT TO BE LISTED ON YOUR LICENSE WHO HAS TAKEN AND PASSED THE NORMALLY REQUIRED WRITTEN QUALIFYING EXAMINATION IN THE LOW VOLTAGE CLASSIFICATION ADMINISTERED BY THE GEORGIA CONSTRUCTION INDUSTRY EXAMINING BOARD AND HAVE EACH SUCH PERSON PLACE HIS SIGNATURE IN THE SPACE PROVIDED BELOW:

<u>FULL NAME</u>	<u>SIGNATURE</u>	<u>DATE OF BIRTH</u>	<u>SOCIAL SECURITY NUMBER</u>
_____	_____	_____	_____
_____	_____	_____	_____

**UNDER STATE LAW, AN APPLICANT IS NOT REQUIRED TO INCLUDE A REFERENCE TO OR INFORMATION CONCERNING ANY ARREST, CHARGE OR CONVICTION THAT HAVE BEEN EXPUNGED**

5. HAS THE OWNER, ANY PARTNER, ANY OFFICER, ANY MEMBER, OR ANY QUALIFIED INDIVIDUAL BEEN CONVICTED OF A **MISDEMEANOR** (EXCLUDING MINOR TRAFFIC VIOLATIONS) DURING THE PAST 3 YEARS?  YES  NO

HAVE YOU EVER BEEN CONVICTED OF A **FELONY**?  YES  NO

IF YES TO EITHER, 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.

6. I/WE UNDERSTAND AND AGREE TO BE GOVERNED BY THE ELECTRICAL CONTRACTING LAWS AS CONTAINED IN CHAPTER 87, ARTICLE 4, OF THE GENERAL STATUTES OF NORTH CAROLINA, AND BY THE RULES AND REGULATIONS ADOPTED BY THE STATE BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS OF NORTH CAROLINA.

\_\_\_\_\_  
SIGNATURE (OWNER, PARTNER, OFFICER, MEMBER)

\_\_\_\_\_  
TITLE

7. METHOD OF PAYMENT:     CHECK     MONEY ORDER     CREDIT CARD

CARD# \_\_\_\_\_ EXP. DATE \_\_\_\_\_ SECURITY CODE \_\_\_\_\_

NAME ON CARD \_\_\_\_\_ BILLING ADDRESS \_\_\_\_\_

\*\*\*\*\***(DO NOT WRITE BELOW THIS LINE - FOR BOARD USE ONLY)**\*\*\*\*\*

LICENSE # \_\_\_\_\_ SP-FA/LV    EFFECTIVE DATE \_\_\_\_\_    BATCH/RECEIPT# \_\_\_\_\_

SCREENED (NASCLA DATABANK) \_\_\_\_\_    APPROVAL BY \_\_\_\_\_    DATE \_\_\_\_\_

**GA FIRE ALARM/LOW VOLTAGE WIRING**

**IMPORTANT – READ CAREFULLY**  
**REQUIREMENTS FOR NORTH CAROLINA FIRE ALARM/LOW VOLTAGE WIRING ELECTRICAL CONTRACTING**

Pursuant to the resolution establishing waiver of examination for eligible Georgia licensees duly adopted by the North Carolina STATE BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS, a North Carolina fire alarm/low voltage wiring electrical contracting license will be issued to an eligible Georgia licensee provided such licensee duly files an application with the North Carolina State Board of Examiners of Electrical Contractors, together with the following required information:

1. Age of qualifying agent(s) must be at least eighteen (18) years as certified by date of birth shown on front side of application.
2. Statement from the Georgia Construction Industry Licensing Board certifying that the applicant holds a current Georgia electrical contracting license issued by that Board, and that each qualifying agent listed on this application has taken and passed the normally required written qualifying examination in the low voltage classification administered by the Georgia Board; and further certifying that said license was not issued on the basis of any agreement between the Georgia Board and any other state. Applicant should complete the first section of the enclosed **GEORGIA BOARD FORM** and forward it to the Georgia Construction Industry Licensing Board to be completed.
3. Statements from two responsible persons attesting to each qualifying agent's good moral character (two **CHARACTER FORMS** enclosed).
4. Check or money order in the amount of **\$85.00** for the annual license fee payable to the North Carolina State Board of Examiners of Electrical Contractors.
5. **CORPORATIONS/LIMITED LIABILITY COMPANIES:** You must be registered with the **NORTH CAROLINA** Secretary of State before the Board can issue a license. Each corporation or limited liability company must obtain a **certificate of authority** from the **NORTH CAROLINA** Secretary of State (919) 807-2225.

**NOTICE OF PENALTY FOR SUBMITTAL OF BAD CHECK**

Pursuant to Rule .0107 of Title 21, Chapter 18B, of the North Carolina Administrative Code, any person, firm or corporation submitting a check to the Board which is subsequently returned because of insufficient funds or no account in bank will be charged the maximum processing fee allowed by G.S. 25-3-512 for processing such check; and, until the payor has made the check good and paid the prescribed processing fee, the payor will not be eligible to take an examination, review an examination, obtain a license or have a license renewed. Payment to the Board for making good such bad check and for the prescribed processing fee must be in the form of a cashier's check or money order.

**GEORGIA BOARD FORM**

TO: APPLICANT FOR NORTH CAROLINA FIRE ALARM/LOW VOLTAGE WIRING CONTRACTING LICENSE PURSUANT TO THE NORTH CAROLINA-GEORGIA RECIPROCAL LICENSING AGREEMENT

Please complete SECTION A below and then forward this form to the Georgia Construction Industry Licensing Board, 237 Coliseum Drive, Macon, GA 31217-3858 for completion of SECTION B.

\*\*\*\*\*  
SECTION A (PLEASE TYPE OR PRINT CLEARLY)

CURRENT GEORGIA LOW VOLTAGE CONTRACTING LICENSE # \_\_\_\_\_

EXACT NAME IN WHICH CURRENT GEORGIA STATE LOW VOLTAGE CONTRACTING LICENSE IS ISSUED:

MAILING ADDRESS: \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

(QUALIFIED AGENT) \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

THE UNDERSIGNED HEREBY AUTHORIZES THE GEORGIA CONSTRUCTION INDUSTRY EXAMINING BOARD TO FURNISH THE NORTH CAROLINA STATE BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS THE INFORMATION REQUESTED BELOW.

\_\_\_\_\_  
SIGNATURE OF APPLICANT TITLE DATE

#####  
SECTION B (THIS SECTION IS TO BE COMPLETED BY THE GEORGIA CONSTRUCTION INDUSTRY LICENSING BOARD)

EXACT NAME AND ADDRESS IN WHICH CURRENT GEORGIA ELECTRICAL LICENSE IS ISSUED:

LICENSE ISSUED TO: \_\_\_\_\_

LICENSE # \_\_\_\_\_ CLASSIFICATION(S) \_\_\_\_\_

ORIGINAL LICENSE ISSUE DATE: \_\_\_\_\_ CURRENT EXPIRATION DATE: \_\_\_\_\_

EXACT NAME AND SOCIAL SECURITY NUMBER OF EACH PERSON WHO HAS INDIVIDUALLY QUALIFIED FOR SAID GEORGIA LICENSE BY HAVING TAKEN AND PASSED THE NORMALLY REQUIRED QUALIFYING EXAMINATION ADMINISTERED BY THE GEORGIA BOARD, TOGETHER WITH THE DATE EACH SUCH PERSON PASSED SAID EXAMINATION:

<u>NAME</u>	<u>SOCIAL SECURITY NUMBER</u>	<u>DATE QUALIFIED BY EXAMINATION</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

WAS THIS LICENSE ISSUED PURSUANT TO ANY AGREEMENT BETWEEN THE GEORGIA BOARD AND ANY OTHER STATE?  
YES \_\_\_\_\_ NO \_\_\_\_\_

IS SAID GEORGIA LICENSEE UNDER INVESTIGATION BY THE GEORGIA CONSTRUCTION INDUSTRY LICENSING BOARD FOR ANY IMPROPER CONDUCT OR ACTIVITY AS A LICENSEE? YES \_\_\_\_\_ NO \_\_\_\_\_ IF YES, PLEASE STATE PARTICULARS ON OTHER SIDE OF THIS FORM.

\_\_\_\_\_  
SIGNATURE TITLE DATE

\*\*\*\*\*  
THE INFORMATION REQUESTED ABOVE IS STRICTLY OF A CONFIDENTIAL NATURE AND BECOMES THE PROPERTY OF THE NORTH CAROLINA STATE BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS TO BE USED SOLELY IN DETERMINING THE ELIGIBILITY OF THE APPLICANT FOR A NORTH CAROLINA ELECTRICAL CONTRACTING LICENSE PURSUANT TO THE NORTH CAROLINA-GEORGIA RECIPROCAL LICENSING AGREEMENT.

CHARACTER FORM

TO: APPLICANT FOR NORTH CAROLINA FIRE ALARM/LOW VOLTAGE WIRING  
CONTRACTING LICENSE PURSUANT TO THE BOARD'S RESOLUTION ESTABLISHING  
WAIVER OF EXAMINATION FOR ELIGIBLE GEORGIA LICENSEES

Please have this form completed by any responsible person who has knowledge of the qualified agent's good character and return it with your license application.

**NOTE: The qualified agent is not permitted to complete to his own form.**

This is to certify that I have known \_\_\_\_\_ for  
approximately \_\_\_\_\_ years and that in my opinion he is of good character.

This \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

SIGNED BY: \_\_\_\_\_

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

NAME OF FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

TELEPHONE #: \_\_\_\_\_/\_\_\_\_\_

CHARACTER FORM

TO: APPLICANT FOR NORTH CAROLINA FIRE ALARM/LOW VOLTAGE WIRING  
CONTRACTING LICENSE PURSUANT TO THE BOARD'S RESOLUTION ESTABLISHING  
WAIVER OF EXAMINATION FOR ELIGIBLE GEORGIA LICENSEES

Please have this form completed by any responsible person who has knowledge of the qualified agent's good character and return it with your license application.

**NOTE: The qualified agent is not permitted to complete to his own form.**

This is to certify that I have known \_\_\_\_\_ for  
approximately \_\_\_\_\_ years and that in my opinion he is of good character.

This \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

SIGNED BY: \_\_\_\_\_

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

NAME OF FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

TELEPHONE #: \_\_\_\_\_/\_\_\_\_\_