



STATE BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS

MEMORANDUM

TO: TEXAS LICENSEES

FROM: NORTH CAROLINA STATE BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS

SUBJECT: APPLYING FOR NORTH CAROLINA ELECTRICAL CONTRACTING LICENSE

Enclosed is the application packet for your use in applying for a North Carolina electrical contracting license pursuant to the North Carolina State Board of Examiners of Electrical Contractors' agreement establishing waiver of examination for eligible Texas 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

Reciprocal Licensing Agreement Between the State of Texas Department of Licensing and Regulation and the North Carolina State Board of Examiners of Electrical Contractors

This interagency Agreement is made and entered into by and between the Texas Department of Licensing and Regulation ("TDLR") and the North Carolina State Board of Examiners of Electrical Contractors ("NCSBEEC") pursuant to the authority set forth in the Texas Occupations Code Chapter 1305 and North Carolina General Statute 87-50. The parties hereto are located at the following addresses:

Texas Department of Licensing and Regulation Electrical Safety E.O. Thompson State Office Building P.O. Box 12157 Austin, Texas 78711	North Carolina State Board of Examiners of Electrical Contractors 3101 Industrial Drive, Suite 206 Raleigh, NC 27609
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I. PURPOSE

It is recognized by this agreement that the standards for licensing a Texas master electrician and a North Carolina unlimited electrical contractor are substantially equivalent in examination and experience. In recognition of these equivalent standards, this agreement allows the reciprocating state to waive examination and experience requirements of an applicant for licensure under this agreement.

II. TERMS AND CONDITIONS

In consideration of the terms and conditions contained herein or attached and incorporated hereto, the parties agree as follows:

III. DEFINITIONS

1. Licensing state is the state that has issued an original license based on the fulfillment of license requisites by an original applicant.
2. Reciprocal state is the state that is being asked to reciprocate.

IV. CONDITIONS FOR LICENSURE OF MASTER ELECTRICIAN OR UNLIMITED ELECTRICAL CONTRACTOR

1. All parties to this agreement shall at a minimum maintain the requirements for a master electrician and unlimited electrical contractor license as follows:
 - a. Completion of at least 12,000 hours of on-the-job training; and
 - b. Passing a mandatory examination, approved by the licensing state.
2. Applicants must hold, from the licensing state, a master or unlimited electrical contractor license that is current, active, and in good standing in the licensing state.
3. Applicants must have held that certificate for a minimum of one year prior to requesting licensure from the reciprocal state.
4. The State of Texas will issue a master electrician license without written examination or verification of hours of experience when the holder of a North Carolina unlimited electrical contractor license makes appropriate application, pays the appropriate fees, and satisfies all other equivalent requisites of licensure in Texas.

**TEXAS RECIPROCITY
APPLICATION FOR NORTH CAROLINA UNLIMITED 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

\$180.00 ANNUAL LICENSE FEE

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

MAILING ADDRESS _____
STREET, P.O.BOX OR RURAL ROUTE CITY, STATE, ZIP

LOCATION ADDRESS _____
PHYSICAL LOCATION CITY, STATE, ZIP

PHONE NUMBER: BUSINESS (_____) _____ CELL (_____) _____

FAX NUMBER: (_____) _____ EMAIL: _____

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

SOLE PROPRIETORSHIP PARTNERSHIP CORPORATION LIMITED LIABILITY COMPANY

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

4. NAME, SIGNATURE AND SOCIAL SECURITY NUMBER OF EACH QUALIFIED INDIVIDUAL TO BE ADDED TO LICENSE:

FULL NAME	SIGNATURE	DATE OF BIRTH	SOCIAL SECURITY NUMBER
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(IF MORE SPACE IS NEEDED, PLEASE ATTACH SEPARATE SHEET)

**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 BOARD FOR THE IMPLEMENTATION OF THESE LAWS IN THE CONDUCTING OF MY/OUR ELECTRICAL CONTRACTING BUSINESS. I/WE AUTHORIZE THE BOARD TO RESEARCH AND VERIFY THE INFORMATION SUBMITTED CONCERNING THIS APPLICATION.

SIGNATURE _____ TITLE _____
OWNER, PARTNER, OFFICER OR MEMBER

7. METHOD OF PAYMENT: CHECK MONEY ORDER CREDIT CARD

CARD# _____ EXP. DATE _____ SECURITY CODE _____

NAME ON CARD _____ SIGNATURE _____

BILLING ADDRESS _____

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

LICENSE # _____ -U EFFECTIVE DATE _____ BATCH/RECEIPT# _____

SCREENED (NASCLA DATABANK) _____ APPROVAL BY _____

IMPORTANT – READ CAREFULLY
REQUIREMENTS FOR NORTH CAROLINA ELECTRICAL CONTRACTING

Pursuant to the agreement establishing waiver of examination for eligible Texas Master Electrician licensees duly adopted by the North Carolina State Board of Examiners of Electrical Contractors, a North Carolina unlimited electrical contracting license will be issued to an eligible Texas Master Electrician 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 Texas Department of Licensing and Regulation certifying that the applicant holds a current Texas master electrician's license issued by that Board, and that each qualifying agent listed on this application has taken and passed the normally required written qualifying examination administered by the Texas Department of Licensing and Regulation; and further certifying that said license was not issued on the basis of any agreement between the Texas Board and any other state. Applicant should complete the first section of the enclosed **TEXAS DEPARTMENT OF LICENSING AND REGULATION FORM** and forward it to the Texas Department of Licensing and Regulation to be completed. Form should then be returned to applicant to be included with the application.
3. Properly completed statement of bonding ability, together with proper power of attorney from a bonding company licensed to do business in the State of North Carolina, certifying applicant's ability to furnish performance bonds for electrical contracting projects in excess of \$130,000.00 per project (**STATEMENT OF BONDING ABILITY FORM** enclosed).
4. Statements from two responsible persons attesting to each qualifying agent's good moral character and ability to satisfactorily supervise and direct all electrical wiring or electrical installation work done by an electrical contracting business in the **UNLIMITED** classification (two **CHARACTER/SUPERVISE AND DIRECT FORMS** enclosed).
5. Check or money order in the amount of **\$180.00** for the annual license fee payable to the North Carolina State Board of Examiners of Electrical Contractors.
6. **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.

TEXAS DEPARTMENT OF LICENSING AND REGULATION FORM

TO: APPLICANT FOR NORTH CAROLINA ELECTRICAL CONTRACTING LICENSE PURSUANT TO THE NORTH CAROLINA-TEXAS RECIPROCAL LICENSING AGREEMENT

Please complete **SECTION A** below and then forward this form to the Texas Department of Licensing and Regulation, P. O. Box 12157, Austin, TX 78711 for completion of **SECTION B**. The Texas Department of Licensing and Regulation will mail the completed form back to you to forward along with your application packet to the North Carolina State Board of Examiners of Electrical Contractors.

SECTION A (PLEASE TYPE OR PRINT CLEARLY)

CURRENT TEXAS MASTER ELECTRICIAN LICENSE # _____ CLASSIFICATION _____

EXACT NAME IN WHICH CURRENT TEXAS MASTER ELECTRICIAN LICENSE IS ISSUED:

MAILING ADDRESS: _____

CITY _____ STATE _____ ZIP CODE _____

(QUALIFIED AGENT) _____ DATE OF BIRTH _____

THE UNDERSIGNED HEREBY AUTHORIZES THE TEXAS DEPARTMENT OF LICENSING AND REGULATION 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 TEXAS DEPARTMENT OF LICENSING AND REGULATION)

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 TEXAS MASTER ELECTRICIAN LICENSE BY HAVING TAKEN AND PASSED THE NORMALLY REQUIRED QUALIFYING EXAMINATION ADMINISTERED BY THE TEXAS DEPARTMENT OF LICENSING AND REGULATION, 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 TEXAS DEPARTMENT OF LICENSING AND REGULATION AND ANY OTHER STATE?
YES _____ NO _____

IS SAID TEXAS MASTER ELECTRICIAN LICENSEE UNDER INVESTIGATION BY THE TEXAS DEPARTMENT OF LICENSING AND REGULATION 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-TEXAS RECIPROCAL LICENSING AGREEMENT.

STATEMENT OF BONDING ABILITY

The license applicant named below is required to furnish this statement of bonding ability with application to the North Carolina **STATE BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS** for a license to engage or offer to engage in the business of electrical contracting in the State of North Carolina. This form should be completed by applicant's insurance agent or bonding company official.

DATE: _____

1. IDENTIFICATION OF LICENSE APPLICANT: EXACT NAME IN WHICH NORTH CAROLINA ELECTRICAL CONTRACTING LICENSE IS TO BE ISSUED (**MUST BE EXACT NAME IN WHICH FIRM WILL BE CONDUCTING BUSINESS OF ELECTRICAL CONTRACTING IN NORTH CAROLINA**):

MAILING ADDRESS: STREET/P.O. BOX _____

CITY _____ STATE _____ ZIP _____

2. PLEASE LIST BY AMOUNT ONLY THE THREE LARGEST JOBS FOR WHICH YOUR COMPANY HAS BONDED THIS APPLICANT:

(a) _____ (b) _____ (c) _____

3. IS YOUR BONDING RELATIONSHIP WITH THIS APPLICANT SATISFACTORY AT THE PRESENT TIME: YES NO

IF **NO**, PLEASE EXPLAIN: _____

4. WHAT TYPE FINANCIAL STATEMENT DOES YOUR COMPANY REQUIRE FROM THIS APPLICANT?

(a) _____ INDEPENDENT ACCOUNTANT'S CERTIFIED STATEMENT

(b) _____ INDEPENDENT ACCOUNTANT'S UNAUDITED STATEMENT

(c) _____ STATEMENT PREPARED BY ACCOUNTANT

5. THE APPLICANT FOR AN **UNLIMITED** LICENSE IS REQUIRED TO PROVIDE SATISFACTORY VERIFICATION OF ITS/HIS ABILITY TO FURNISH **PERFORMANCE BONDS** FOR ELECTRICAL CONTRACTING PROJECTS HAVING A VALUE **IN EXCESS OF \$130,000.00**. SUBJECT TO YOUR NORMALLY EXPECTED INDIVIDUAL JOB UNDERWRITING PROCEDURES AND YOUR RIGHT NOT TO EXCEED THIS APPLICANT'S LINE OF BONDING CREDIT, DOES YOUR COMPANY FEEL THAT THIS APPLICANT WOULD BE ELIGIBLE ON THIS DATE FOR A BOND **IN EXCESS OF \$130,000.00**? (NOTE: THIS IS STRICTLY A BONDING ABILITY STATEMENT AS OF THE DATE SHOWN ABOVE AND IN NO WAY COMMITS YOUR COMPANY TO THE ISSUANCE OF A BOND OF ANY TYPE TO THIS APPLICANT.) YES NO

6. IS YOUR COMPANY DULY LICENSED TO TRANSACT BUSINESS IN THE STATE OF NORTH CAROLINA AND IN GOOD STANDING WITH THE NORTH CAROLINA DEPARTMENT OF INSURANCE? YES NO

THIS STATEMENT MUST BE SIGNED UNDER THE NAME OF THE BONDING COMPANY AND MUST BE SIGNED BY EITHER A COMPANY REPRESENTATIVE OR BY A DULY LICENSED AGENT OF THE COMPANY, AND THE COMPANY REPRESENTATIVE OR THE AGENT MUST **ATTACH POWER OF ATTORNEY** AUTHORIZING HIM/HER TO SIGN FOR THE BONDING COMPANY, **DATED THE SAME DATE AS SHOWN AT THE TOP OF THIS STATEMENT OF BONDING ABILITY**.

NAME OF BONDING COMPANY: _____

BY: _____ (SEAL)
Bonding Company Official

BOND AGENT/ATTORNEY IN FACT: _____

BONDING COMPANY ADDRESS WHERE COMPANY OFFICIAL IS LOCATED: _____

NAME OF INSURANCE AGENCY: _____

ADDRESS: _____

UNLIMITED

CHARACTER/SUPERVISE AND DIRECT FORM

TO: APPLICANT FOR NORTH CAROLINA ELECTRICAL CONTRACTING LICENSE
PURSUANT TO THE BOARD'S RESOLUTION ESTABLISHING WAIVER OF
EXAMINATION FOR ELIGIBLE TEXAS LICENSEES

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

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

This is to certify that I have known _____ for approximately _____ years and that in my opinion he is of good character. I am knowledgeable of his electrical experience and in my opinion he does have the ability to satisfactorily **supervise and direct** all electrical wiring or electrical installation work done by an electrical contracting business in the **UNLIMITED** classification.

This _____ day of _____, _____.

SIGNED BY: _____

TITLE: _____

NAME OF FIRM: _____

ADDRESS: _____

TELEPHONE #: _____/_____

CHARACTER/SUPERVISE AND DIRECT FORM

TO: APPLICANT FOR NORTH CAROLINA ELECTRICAL CONTRACTING LICENSE
PURSUANT TO THE BOARD'S RESOLUTION ESTABLISHING WAIVER OF
EXAMINATION FOR ELIGIBLE TEXAS LICENSEES

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

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

This is to certify that I have known _____ for approximately _____ years and that in my opinion he is of good character. I am knowledgeable of his electrical experience and in my opinion he does have the ability to satisfactorily **supervise and direct** all electrical wiring or electrical installation work done by an electrical contracting business in the **UNLIMITED** classification.

This _____ day of _____, _____.

SIGNED BY: _____

TITLE: _____

NAME OF FIRM: _____

ADDRESS: _____

TELEPHONE #: _____/_____