



ALABAMA BOARD OF ARCHITECTS
100 North Union Street, Suite 390
Montgomery, AL 36130-4450
Phone: (334) 242-4179
<http://www.boa.alabama.gov>

**CERTIFICATE OF AUTHORIZATION
RENEWAL FORM DUE DATE – APRIL 30, 2018**

1. FIRM INFORMATION

COA Number: _____
Firm Name: _____
Street Address: _____
City/State/Zip: _____
Phone: _____
E-mail: _____

Have there been any changes in the firm entity ownership or management (officers, directors, etc.) since your last filing with the Alabama Board of Architects?

- Yes Complete sections 2, 3, and 4 and enclose a \$75 check.
No Complete sections 2 and 3 and enclose a \$75 check.
Please make check payable to Alabama Board of Architects.

2. RENEWAL QUESTIONS (Check any that apply)

My firm's license/registration has been denied, suspended, or revoked by a state or jurisdiction.
My firm has surrendered and/or allowed our professional license/registration to lapse in a state or jurisdiction due to pending or threatened disciplinary action.
My firm has been investigated, charged, or disciplined since our last filing with the Alabama Board of Architects or is currently under investigation by a governing or licensing body or by a state or federal agency.

3. CERTIFICATION

I certify with my signature, under risk of disciplinary action, that the information provided to the Alabama Board of Architects is accurate. I understand that providing false information is a direct violation of the Rules and Regulations that govern the practice of architecture in Alabama.

Signature _____ Date _____ Title _____

RECEIPT NUMBER FOR OFFICE USE ONLY: _____

4. CHANGES TO FIRM OWNERSHIP OR MANAGEMENT

- Two-thirds (2/3) of the officers, partners, directors, members or others (depending on the legal structure of the entity) are registered/licensed architects and/or licensed professional engineers in any United States jurisdiction, **and are also voting stockholders of the entity.**
- At a minimum, one (1) of the **stockholding** officers, partners, directors, or members **must be an Alabama registered architect**, who has authority to contractually bind the entity and whose name and registration seal shall appear on all documents prepared under his or her responsible control.
- If the firm entity is dissolved or reorganized, or if there is a change in the address, e-mail, or in the registered architect(s) in responsible control of the practice of architecture in Alabama, the entity **must notify the Board in writing within thirty (30) days.**

A. List the firm officers, partners, directors, members, or others (depending on the legal structure of the entity). Attach a separate sheet if necessary. **AT LEAST ONE MUST BE AN ACTIVE ALABAMA REGISTERED ARCHITECT WHO IS A VOTING SHAREHOLDER OF THE ENTITY.**

Name	Position in Firm	Address	Profession	Home State of Regis.	AL Regis. No. or N/A

B. List the Voting Shareholders of the firm entity. Attach a separate sheet if necessary. **PERCENTAGE OF SHARES OWNED MUST TOTAL 100, AND AT LEAST ONE OF THE VOTING SHAREHOLDERS OF THE ENTITY MUST BE AN ACTIVE ALABAMA REGISTERED ARCHITECT WHO IS A FIRM OFFICER, PARTNER, DIRECTOR, MEMBER, OR OTHER (DEPENDING ON THE LEGAL STRUCTURE OF THE ENTITY).**

Name	Address	Profession	AL Regis. No. or N/A	% of Shares Owned

Attach additional sheets, if necessary.