



Renewal Application

Instructions: All Architect Registrations are scheduled to expire on December 31st. Please submit this completed form and required fee to: **Alabama Board for Registration of Architects; 100 North Union Street, Suite 390, Montgomery, AL 36130-4450 (or 36104 for Overnight Delivery).**

Fee for Renewals postmarked by December 31st: \$135

Fee for Renewals postmarked between January 1st and March 31st: \$210 (\$135 Renewal Fee with \$75 Late Penalty)

Fee for Emeritus Architects: \$0

We encourage submission of this completed renewal application as early in the renewal season as possible, not only to avoid the late penalty, but also to allow adequate processing time (up to ten (10) business days). If you have any questions regarding the renewal process, please contact the Board office at 334.242.4179 or go to www.boa.alabama.gov for detailed renewal information.

Please complete all below information:

Name: _____ Registration Number: _____

Firm Name: _____

Address: _____

City, State, Zip Code: _____

E-mail address: _____

Phone: _____

1. Have you been charged, arrested, convicted, found guilty or pleaded, "no contest" to any criminal offense since the filing of your last renewal application (excluding misdemeanor traffic infractions)?
 - Yes (If, "Yes", submit documentation)
 - No
2. Have you been investigated, charged, or disciplined by a governing or licensing board since the filing of your last renewal application?
 - Yes (If, "Yes", submit documentation)
 - No
3. Are you currently under investigation by a governing or licensing board or by a state or federal agency?
 - Yes (If, "Yes", submit documentation)
 - No

Check the Statement that Applies to You:

- I certify and affirm that I have completed _____ continuing education hours during the renewal period (January 1 through December 31 of the year of license expiration).
- I am exempt from continuing education requirements for the following reason:
 - Emeritus Architect
 - First-Time Registrant
 - Personal Hardship (attach approval letter)
 - Military (Civilian on active duty for over ninety (90) consecutive days)
- I am not an Emeritus Architect and have enclosed the required fee (\$135 for renewing by December 31st; or \$210 for renewing between January 1st and March 31st) in the form of a check, cashier's check, corporate or business check, money order, or personal check made payable to the Alabama Board for Registration of Architects.

I understand that making a false representation on this form may subject me to disciplinary action under the laws of the State of Alabama.

Signature: _____

Date: _____