

Attach with paper clip one 2"x2" black and white or color photo of head and shoulders. Photo must be of "passport quality". Print your name on the back of the photo. Photo shall be taken within the last six months.

NORTH CAROLINA HOME INSPECTOR LICENSURE BOARD

Mailing Address:
1202 Mail Service Center
Raleigh, NC 27699-1202
919-662-4480

Location:
322 Chapanoke Rd., Suite-115
Raleigh, NC 27603

Application for License as Home Inspector or Associate Home Inspector

Please type or print all information in black ink. Fill out all information unless not required by instructions.

Type of Application: Home Inspector Associate Home Inspector

1. PERSONAL INFORMATION

Name: Mr. Ms. _____
Last Name First Name Middle or Maiden Name

Business Address: _____
Street or P. O. Box City/County State Zip

Home Address: _____
Street or P. O. Box City/County State Zip

Business Phone: _____ Home Phone: _____
Date of Birth: _____ Fax: _____

Name of High School or GED School: _____
City: _____ State: _____ Year Graduated: _____

Are you fluent in other languages? yes no If yes, please list: _____

2. HOME INSPECTOR EXPERIENCE REQUIREMENTS (Not required for Associate Home Inspector)

Fill out either Section 2-A. or 2-B. or 2-C. or 2-D. You need not fill out more than one section to qualify.

2-A. Professional Engineer, Registered Architect, or General Contractor

If you are a currently licensed (active or inactive) professional engineer licensed by the North Carolina State Board of Registration of Professional Engineers and Land Surveyors, a registered architect licensed by the North Carolina Board of Architecture, or a licensed general contractor licensed by the North Carolina Licensing Board of General Contractors, check the appropriate line and fill in the information:

Professional Engineer: Year licensed: _____ License number: _____
 Registered Architect: Year licensed: _____ License number: _____
 General Contractor: Year licensed: _____ License number: _____ Qualifier: yes no

2-B. Home Inspectors

If you were in business as a home inspector on or before October 1, 1995 and have made a minimum of 100 home inspections, provide the following information:

Name of business: _____
Address of business: _____
Date business established: _____

Provide the following information for a minimum of 100 home inspections. Attach the list to this application.

- Name, address, and phone number of client
- Site address of house, date of inspection, and type of building (single family dwelling, duplex, condominium, townhouse, triplex, or quadraplex)

2-C. Equivalent Experience

If you are meeting the equivalent experience requirements of GS 143-151.51(5) b., provide the following information so that the Board may evaluate your experience.

1. Technical School, College, or University:

List the name and address of technical schools, colleges, or universities at which you have completed a full course of study resulting in a diploma or degree.

Name: _____ City: _____ State: _____
Major or course of study: _____ Type of degree: _____ Year Rec'd: _____

Name: _____ City: _____ State: _____
Major or course of study: _____ Type of degree: _____ Year Rec'd: _____

Attach additional pages if required.

2. Licenses:

List all occupational or professional licenses. Include Associate Home Inspector License.

Name of licensing board: _____ Type of license: _____
License No.: _____ State: _____ Issue Date: _____ Expiration Date: _____
License Status: Active Inactive Expired Revoked

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License Status: Active Inactive Expired Revoked

Attach additional pages if required.

3. Work Experience Record:

List your work experience for the last 10 years. Begin with your present employer and list each previous employer.

Present Employer: _____
Address: _____
Supervisor's name: _____ Phone No.: _____
Date employed: _____ Job title: _____
Brief description of duties: _____

Previous Employer: _____
Address: _____
Supervisor's name: _____ Phone No.: _____
Date employed: From: _____ To: _____ Job title: _____
Brief description of duties: _____

Attach additional pages if required.

2-D. Experience as an Associate Home Inspector

Name of employer: _____
Name of supervisor (licensed home inspector): _____
Address: _____
License Number: _____ Phone Number: _____
Employed as an Associate Inspector From: _____ To: _____

Attach a notarized sworn statement from your supervisor or supervisors stating that he or she has supervised you during the listed period of employment and that he or she considers your work as a home inspector to meet the standards of practice of the Home Inspector Licensure Board.

List the following information as an attachment to this application for a minimum of 100 inspections that you have made under the supervision of this employer:

Name, address, and phone number of client
Site address of house, date of inspection, and type of building (single family dwelling, duplex, condominium, townhouse, triplex, or quadraplex)

If you worked for more than one licensed home inspector, list the above information for the other employer on a separate sheet of paper.

3. ASSOCIATE HOME INSPECTOR (Not required for Home Inspector)

Enter the name of your employer or an affiliated licensed home inspector

Name: _____ Employer _____ Affiliated home inspector
Address: _____
Home Inspector License No.: _____ Phone Number: _____

Attach a notarized sworn statement from your employer (who must be a licensed home inspector) or from the affiliated licensed home inspector stating that he or she will actively supervise and train you as a home inspector according to GS 143-151.52(5) and to the standards of practice of the Home Inspector Licensure Board.

4. REQUIREMENTS (Home Inspectors and Associate Home Inspectors)

Have you ever been convicted of or pled guilty or nolo contendere (no contest) to any misdemeanor or to any felony, or are such charges pending against you?

_____ **Yes** _____ **No**

If "Yes," attach a copy of the arrest warrant or bill of indictment, the court's judgment, release from parole or probation, or pardon. Provide a complete written explanation.

Have you ever been adjudicated incompetent?

_____ **Yes** _____ **No**

If "Yes," attach proof of recovery from that condition.

Have you ever been denied a license, had a license suspended or revoked, or been disciplined in any other manner by an occupational or professional licensing board in North Carolina or another state? Are any disciplinary actions pending against you at a licensing board?

_____ **Yes** _____ **No**

If "Yes," attach a copy of all of the following: The arrest warrant or indictment relating to each conviction or plea. The court's judgment relating to each conviction or plea. Records relating to your release from probation or parole, or pardon (if a pardon has been granted). Provide a complete written explanation.

Residence addresses last three years:

5. CHARACTER REFERENCES: (Home Inspectors and Associate Home Inspectors) Provide the names, addresses, and signatures of three character references in the spaces below.

I, the undersigned, do hereby certify to the NC Home Inspector Licensure Board that:

I reside in the community in which the applicant resides;

I am not related to the applicant;

I am not presently nor do I propose to be a business associate of the applicant;

I know the applicant;

The applicant is of good moral character and has a good reputation for honesty, truthfulness, and integrity.

Name of Reference

Street or P. O. Box

City State Zip

Signature of Reference

Phone Number

Name of Reference

Street or P. O. Box

City State Zip

Signature of Reference

Phone Number

Name of Reference

Street or P. O. Box

City State Zip

Signature of Reference

Phone Number

6. FINANCIAL STATEMENT: (Not required for Associate Home Inspector License)

Provide the gross value of your personal assets and liabilities. The value of your net assets (assets in excess of liabilities) should be greater than \$5,000.00 as of the date of this application.

Gross Assets _____

Gross Liabilities _____

Net Assets _____

7. BOND: (Not required for Associate Home Inspector License)

In lieu of the above financial requirement, the applicant may provide a bond in the amount of \$5,000.00 from a surety company licensed to do business in North Carolina. The bond will provide payment of up to \$5,000.00 to satisfy a judgment obtained against an inspector by a client.

Attach a copy of the bond.

8. CERTIFICATION OF APPLICANT: (Home Inspectors and Associate Home Inspectors)

I, the undersigned, in making this application to the NC Home Inspector Licensure Board for a license as a home inspector or associate home inspector under the provisions of Chapter 143, Article 9F of the General Statutes of North Carolina, swear (or affirm) that:

I am the applicant named herein;

All information provided in connection with this application is true to the best of my knowledge and belief;

I understand that any omission, inaccuracy, or incomplete disclosure may be deemed sufficient reason to deny permission to take an examination or to deny licensure after examination or to withhold renewal of or suspend or revoke a license issued by the Board;

I have read and subscribe to the "Standards of Practice" and the "Code of Ethics" and I am aware that a violation of any of these rules by me is justifiable cause for revocation of my license.

I further authorize all law enforcement agencies and officials thereof to release to the NC Home Inspector Licensure Board any criminal record information pertaining to me.

I further authorize all banking, lending, and financial institutions and credit reporting agencies to release to the NC Home Inspector Licensure Board any financial records pertaining to me.

Signature of Applicant

Date

NOTARY PUBLIC:

County _____ State: _____

Sworn and subscribed to before me this _____ day of _____, 20____. (AFFIX SEAL)

Printed Name of Notary Public

Signature of Notary Public

My Commission Expires _____

APPLICATION FEE:

The fee for home inspector application is \$25.00. The fee for associate home inspector application is \$15.00. The fee is non-refundable even if you decide not to take the examination.

The application fee is payable only by a check or a money order made payable to the NC Home Inspector Licensure Board. Do not send cash.

MAILING ADDRESS:

Mail the completed application, attachments, and application fee to the following address:

Mailing Address:
1202 Mail Service Center
Raleigh, NC 27699-1202

Location:
322 Chapanoke Rd., Suite-115
Raleigh, NC 27603

NOTE: Submitting this application does not register you for an examination. An Exam Registration form will be mailed to you upon approval of this application.

PURSUANT TO NORTH CAROLINA GENERAL STATUTE 93B-14 (2008)

“Information on Applications for Licensure”

The Board shall require the applicants Social Security Number and relevant information:

Full Name: _____ **(Please Print)**

Social Security Number: _____

Drivers License Number: _____ **Issuing State** _____