Alabama Board for Registration of Architects
770 Washington Avenue, #150
Montgomery, AL 36130-4450
Phone: (334) 242-4179 Fax: (334) 242-4531
http://www.boa.alabama.gov

Application for a Certificate of Authorization (COA) to Practice Architecture in the State of Alabama - FEE $25.00 -

Information and Instructions

- You must qualify your firm entity with the Alabama Secretary of State's Office prior to submission of an application for Certificate of Authorization to Practice Architecture in Alabama. Visit www.sos.alabama.gov or call (334) 242-7200.
- Corporations, professional associations, partnerships, and limited liability companies are eligible to receive a Certificate of Authorization to Practice Architecture in Alabama.
- At a minimum, two-thirds (2/3) of the partners, officers, directors, or members must be registered architects or licensed engineers in any United States jurisdiction; in addition, they must be voting shareholders.
- At a minimum, one (1) partner, officer, director, or member (depending on how the firm entity is organized) must be an Alabama registered architect.
- Fill out the application completely and return it to the Alabama Board of Architects along with the application fee. Checks should be made payable to Alabama Board of Architects.
- If the firm entity is dissolved or reorganized, or if there is a change in the registered architect(s) in responsible control in Alabama, the entity must notify the Board in writing within thirty (30) days.

1. Contact Information

Name of Firm Entity		Date
Contact Person		
Mailing Address		
Phone Number	Fax Number	Email for Contact Person : _____ _____Initial here if you would like the COA emailed to you.

2. List the Officers, Partners, Directors, Members of the Firm Entity. Attach a separate sheet if necessary. **At least one must be an active Alabama registered architect.**

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

3. List the Voting Shareholders of the Corporation. Attach a separate sheet if necessary. **Percentage of shares owned must total 100.**

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

Affidavit

Application is hereby made for a Certificate of Authorization to Practice Architecture in Alabama under the provisions of §34-2-37, Code of Alabama 1975. The undersigned certifies that he/she is an officer, director, partner, or member of the Firm Entity and that the statements made in said application are true and accurate.

_____

Signature Date Title

Notarization

Sworn to and subscribed before me, this_____ day of _____, 20_____

_____

Notary Public

My Commission Expires: _____ (SEAL)

Date Received	Date Approved	Fee	Receipt Number

COA- _____