State of Arizona
Board Of Technical Registration
1110 W. Washington, Suite 240,
Phoenix, Arizona 85007 (602) 364-4930
FAX: (602) 364-4931 www.azbtr.gov

Home Inspector Registration Renewal Notice

All areas of this form must be completed or renewal will be returned and may result in penalty fees being added.

Please complete the following:

BUSINESS/EMPLOYER:

Name:_____
Email:_____
Address:_____
City,State,Zip:_____
Phone:_____
Birth Date:_____

HOME:

Name:_____
Email:_____
Address:_____
City,State,Zip:_____
Phone:_____
Soc. Sec.# :_____

(Birth Date and Social Security # are optional if provided to the Board with prior renewal)

Please Return This Renewal Form With Your Payment For:

Registration No: _____
Current Expiration Date: _____

Renewal Fee : _____
Penalty : _____
Total Submitted : _____

Any renewal fee received after the expiration date shown will be subject to a penalty fee. The penalty fee is $10.84 during the first 12 months of delinquency.

Exemption from payment of Renewal Fee:

Check one: ☐ Please place my license in ***Inactive*** status ☐ Please place my license in ***Retired*** status

I understand that:

- **I cannot perform or practice** services in the State of Arizona **while in this status;**
- I will not have to pay renewal fees while in this status;
- I may request return to *Active* status at any time by filling out a short form application and payment of a one year; renewal fee as long as I continue to practice in the profession, either in another jurisdiction or in in an exempt position;
- I understand that the Board may require re-examination after 5 years of non-practice (A.R.S. 32-127(H));
- **I understand that if I am in *Expired* status, I cannot place my license in *Inactive* or *Retired* status.**

Questions to be completed by all registrants:

Have you been convicted of a felony or misdemeanor other than a minor traffic violation since your last renewal? If you answer yes, you must attach the official court documents. ☐ YES ☐ NO

NOTE: *Alcohol and drug-related offenses that occur when driving or riding in an automobile (i.e., DUI, DWI, OWI, etc.) are NOT considered minor traffic violations*.

Has any regulatory agency determined that you violated any of their statutes or rules pertaining to practice of your profession? ☐ YES ☐ NO

Have you been disciplined by any regulatory agency since your last renewal? ☐ YES ☐ NO

NOTE: *Disciplinary action includes but is not limited to: written reprimands; fines or administrative penalties; suspensions or revocation; restrictions on professional practice; probation.*

Do you have any pending investigation by any regulatory agency at this time? ☐ YES ☐ NO

For any questions answered yes, please provide written explanation and attach relevant documentation.

Making a false unsworn statement is a misdemeanor punishable by fine or imprisonment. A.R.S. 13-2704.

Signature: _____ **Date:**_____

Internal Use Only

Receipt Number:_____ Amount Paid:_____

Criminal History Check Completed

No Further Action Required ☐
Further Information Required ☐
Initials:_____
Date:_____

Revised 4/7/2014

Renewal Form Instructions

Year	The year starts on the day following the expiration date of your current certificate.
Name/ Address box	Please fill in both Home and Business addresses. Check the appropriate box indicating at which address you prefer to receive official correspondence from the Board.
Certificate of Registration No	Copy from your current Certificate.
Current Expiration Date	Copy from your current Certificate.
For the period	From the day following expiration of your current certificate To the one year anniversary of the current expiration date.
Penalty(due now)	$10.84 for part of year the renewal is currently overdue (past the expiration date indicated on the certificate being renewed).
Total Submited	Sum of the Renewal fee, Penalty(due now). This total is the amount that must accompany your renewal.
Exemption from payment of Renewal Fee	If either situation applies, check the application box. No fee is required if you are applying to change the status of this certificate to either of these categories.
Questions to be completed by all registrants	Answer each of the questions by checking the appropriate box. All questions must be answered in order for the renewal to be processed.

Please return this renewal form along with your payment and either a copy of your current bond or error and omission insurance per R4-30-24(D).