

The City of Foley Revenue Department would like to reach out and let you know, we are here to answer any questions you may have regarding contractors and service type businesses offering their services in the City of Foley.

Each contractor/service/business needs a **City of Foley business license**. We **do not require insurance** but we do ask for copies and will keep them on file if you provide the information. BE AWARE of requirements in Alabama.

We understand you may not know the rules for Alabama. Requirements are as follows:

1. ROOFING contracts of more than >\$2,500 requires a Roofing Certificate from the ALABAMA Board of Homebuilders. <https://hblb.alabama.gov/>
2. Home repair contracts of more than >\$10,000 requires an ALABAMA Homebuilders Licensure Certificate. <https://hblb.alabama.gov/>
3. Plumbing contracts require MASTER certification from the ALABAMA Plumbers Board. <http://pgfb.alabama.gov/>
4. Air Conditioning, Heating and Refrigeration contracts require certification from the ALABAMA Board of HVAC. <https://hacr.alabama.gov/>
5. Electrical work will require certification from the ALABAMA Board of Electrical Contractors. <http://aecb.alabama.gov/>

To obtain a business license, please provide the following:

1. Copy of driver's license for all owners.
2. Business license application, completed in its entirety.
3. Copy of additional certification as required (above).
4. Proof of Insurance (not required but we keep in on file).
5. Payment for the business license is dependent on the anticipated gross revenue in Foley. Give your best estimate on the application and we will email/call to let you know the fee.

Paying for the business license:

1. We accept debit/credit cards (no American Express) but we do charge a 3.5% convenience fee. We will need: Name on Card, Card Number, and Expiration. You can email the information (emails below) or we can accept payment over the phone.
2. Cash or Money Order

Hours of operation/location: **8am – 5pm**
407 East Laurel Avenue

Please know we appreciate each business who has traveled to help our citizens and businesses in the aftermath of Hurricane Sally. WE WILL OVERCOME and get through this together! Stay safe and reach out if you need our help.

Jamie Smith

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