



The Office of Secretary of State

*Karen C. Handel*  
SECRETARY OF STATE

*Randall D. Vaughn*  
DIRECTOR  
PROFESSIONAL LICENSING BOARDS

September 30, 2009

Dear Building Code Officials,

As you know, recent flooding in many areas of Georgia has caused extensive damage to residential and commercial property. Due to the potential for increased building permit requests in your city or county, the State Construction Industry Licensing Board and the State Licensing Board for Residential and General Contractors would like to remind you of the applicable state laws.

Specifically, we ask that you be mindful of the following legal restrictions:

- It is illegal to issue a permit to an unlicensed contractor for work that requires licensure.
- It is illegal to issue a permit to a licensed contractor who is allowing an unlicensed contractor to use his or her license with the intent to evade the provisions of Georgia law.
- It is illegal for a homeowner to obtain a permit for an unlicensed contractor to perform services which require a licensed contractor.

The Board has the authority to fine any building inspector or other such authority up to \$500.00 for issuing a building permit to a person known by that building inspector or authority not to be properly licensed.


Responsible municipal officials should be aware of the state laws contained in O.C.G.A. 43-14 and 43-41 and ensure that their staff is trained and capable of issuing valid, legal permits for work requiring a license. A copy of the Georgia Code can be found online at [www.sos.ga.gov](http://www.sos.ga.gov).


During times of crisis, property owners are often exploited because they lack knowledge of proper permitting procedures. As individuals that issue permits, you can help ensure individuals are protected from unlicensed workers. If you suspect someone in your area is operating without a license, please contact the Secretary of State at 478-207-2440 or file a complaint online at <http://www.sos.ga.gov/plb>.

As always, we are pleased to act as a resource for you. If you have questions about licensure or types of work that require a license, please contact Tanja Battle at 478-207-1498 or Darren Mickler at 478-207-1455.

Thank you for working with us to protect Georgia consumers from unlicensed and unqualified activity.

Sincerely,

  
Donald E. Swords, Chairman  
State Construction Industry Licensing Board

  
D. Robert Barnard, Chairman  
State Licensing Board for Residential and General Contractors