



# S.C. Residential Builders Bulletin



A Newsletter of the South Carolina Residential Builders Commission

Winter 2009

## Welcome

Welcome to the Builders Bulletin, a newsletter of the South Carolina Residential Builders Commission.

Our goal is to keep you up-to-date on industry trends, actions and policies of the Commission, and the latest changes in laws that affect your license and/or registration. We hope you will find this newsletter informative and helpful.

This is your newsletter, so we'd like to hear your comments about it. What can we do better? What type of information would benefit you most? What stories would you like to see printed in the newsletter.

Stan Bowen, Administrator  
Christine Driver, Administrative Assistant

## Meet the Commissioners

**Derrick G. Williams** is the current chairman of the Commission. He is a real estate appraiser from Lancaster. Williams serves the Commission as a consumer member.

**Al Bailey**, of Summerville, is the current vice chairman of the Commission. He brings a wealth of knowledge to the Commission in the heating and air conditioning field as a licensed HVAC specialty contractor.

**Franklin Clark**, of Irmo, is licensed as a residential builder, a residential home inspector, and a general contractor. He brings a lot of knowledge about the construction industry and business management to the Commission.

**Caleb L. Davis, Jr.**, of Charleston, is a consumer member of the Commission. He is assistant director of The Citadel Brigadier Foundation.

**Bryan Dowd**, of Florence, is licensed as a residential builder and brings a great deal of experience in the residential industry.

**Timothy W. Roberts**, of Anderson, is a licensed residential builder and brings a great deal of experience in business management to the Commission.

## 2009 Board Meeting Dates

February 11	Room 108
March 11	Room 108
April 15	Room 108
May 13	Room 108
June 10	Room 108
July 08	Room 108
August 12	Room 108
September 09	Room 108
October 14	Room 108
November 18	Room 105
December 09	Room 108

\* All meetings S.C. scheduled to begin at 10 a.m. and at the Kingstree Building.

**You can reach the commissioners at the addresses:**

Al Bailey  
2305 North Main Street  
Summerville, SC 29483  
At Large – HVAC Specialty Contractor

Franklin Clark  
P.O. Box 465  
Irmo, SC 29341  
District 2 - Builder

Caleb L. Davis, Jr.  
MSC 75, The Citadel  
Charleston, SC 29409  
District 1 – General Public (Consumer)

Brian Dowd  
P.O. Box 5909  
Florence, SC 29502  
District 6 – Builder

Timothy Roberts  
P.O. Box 393  
Anderson, SC 29622-0393  
District 3 – Builder

Derrick Williams  
P.O. Box 977  
Lancaster, SC 29721  
District 5- General Public (Consumer)

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## **Commission Policies/Actions**

- The Residential Builders Commission is now part of the Office of Building and Business Services. The newly created Office of Licensure and Compliance will be handling all initial routine licensure/registrations/certifications and all renewals. The Office of Licensure and Compliance will have a compliance component that will monitor all Residential Builders Commission Board orders.
- The Residential Builders Commission and the Department of Labor, Licensing and Regulation have determined that licensees and registrations can be handled more efficiently if they are renewed every two years.
- The Residential Builders and Home Inspectors license are renewed on even years. The Residential HVAC, Plumbing, Electrical and Specialty Registrations are renewed on uneven years, and the Residential Certificate of Authorization is renewed yearly.
- On September 10, 2008 the Commission ruled that all builders and specialty contractors are required to be bonded. The Required bond for a residential builder is \$15,000. For residential HVAC, plumbing, and electrical it is \$10,000, and a residential specialty contractor is \$5,000.
- On January 14, 2009 the Commission determined that only properly licensed residential builders, specialty contractors or properly licensed general contractors may be included on the list of bids submitted by homeowners who have submitted bond claims.

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## **Annual Report Information**

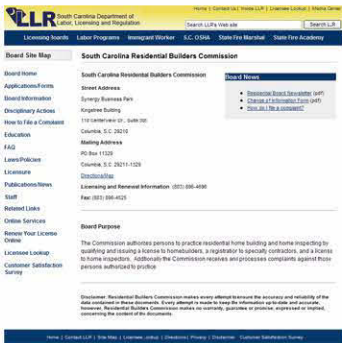
<b>Number of Licensees</b>	<b>26,404</b>
Residential Builders	9,752
Certificate of Authorization	49
Home Inspector	1,225
HVAC Heating and Air	863
Electrical	2,043
Plumbing	1,369
Specialty	11,103

<b>Complaint/Investigation Information</b>	
Complaints Received	402
Investigations	765
Cease and Desist	21
Citations	91
Consent Agreement/ Public	17
Letter of Caution	22
Order	33
Order – Do Not Renew	18
Order – Bond Claim	5
Revocations	15
Voluntary Surrender	4

Contact the Office of Licensure and Compliance at (803) 896-4501 for the current status of a residential builder, specialty contractor or home inspector.

You may obtain licensing information, forms and applications from our Web site at:  
[www.llr.state.S.C.us/pol/Residential Builders](http://www.llr.state.S.C.us/pol/ResidentialBuilders)

## “Help Spread the Word” License Verification and Renewals Available Online



If you need to verify the status of your license or that of someone else, you can do so online by going to <https://verify.llronline.com/LicLookup/> and selecting the Residential Builders option from the drop down box. You then can search by name, license number, city, company name, etc. Each May, you should verify your license expiration date, status and mailing address to make sure they are correct. By performing this simple and brief task, you know if you need to renew or update your information by the expiration date. This may assist you in avoiding a re-instatement fee and having your license placed in a lapsed status.

If you need to renew, you can do so online. Renewals will start in early May of each year. The Web address is <http://renewals.llronline.com>. All you need is a Master Card or Visa and your user-id password. If you have misplaced your user-id and password, go to <http://renewals.llronline.com>, once you select the START LOGIN PROCESS, there is an option to click and retrieve your user-id and password. Enter your social security number and e-mail address, and your user-id and password will be e-mailed to you.

If you need assistance, the Office of Licensure and Compliance is available by calling (803) 896-4501 or by going to our Web site at [www.llr.state.sc.us/pol.asp](http://www.llr.state.sc.us/pol.asp) and clicking on Licensing Boards, and then clicking on the Office of Licensure and Compliance link. You also can use the Licensing Quick Menu link.

You may obtain licensing information, forms and applications from our Web site at: [www.llr.state.sc.us/pol.asp](http://www.llr.state.sc.us/pol.asp). Click on the Office of Licensure and Compliance link.

## National Association Offers Valuable Tips for Customers

The National Association of State Contractors Licensing Agencies has put together a brochure for consumers titled, “What Information Should be in Your Contract Before You Sign.” The Commission is reprinting these tips below with permission from the NASCLA. The Commission encourages you to share this important information with your customers.



### What Information Should be in Your Contract before You Sign

1. The contractor’s complete information, including the company name, address, phone number and full name and license number of the builder/contractor and the salesperson.
2. A detailed description of the work to be done, including specifics on materials such as color, quantity, size, model number, brand name and product.
3. The contract price which would be the exact dollar amount the builder/contractor will be owed at the completion of all work listed in the contract.
4. A payment schedule that parallels the amount of work completed, with “retention”, a percentage of each payment or of the total job which you retain until the job is completed. This is to include all payments to be made to subcontractors and suppliers as well.

5. The start and completion dates for work to be done that allows for any reasonable delays. This should also include a clause that allows for you to withhold payment if work slows down for no apparent reason.
6. A statement that all required building permits and variances required by your city, county and state will be obtained by the builder/contractor before work is begun.
7. A guarantee that the builder/contractor carries liability insurance and has Workers Compensation coverage; to protect you in case of accidents on the job.
8. A statement of warranty on the work. Be sure it tells if labor and materials are guaranteed, and for how long with the names and addresses of the parties honoring the warranties.
9. A statement of what cleanup and removal of debris and materials will be done by the contractor. Also provide instructions regarding pets, children or areas where materials may not be stored.
10. A right to cancel clause detailing the time frame in which you may cancel after the contract has been signed, along with any penalties that you may incur when canceling after work has begun.