



New Jersey Office of the Attorney General

Division of Consumer Affairs
Board of Examiners of Electrical Contractors
Fire Alarm, Burglar Alarm and
Locksmith Advisory Committee
124 Halsey Street, 6th Floor, P.O. Box 45042
Newark, New Jersey 07101
(973) 504-6245



Application to Reactivate an Inactive Business License

You may not practice in the State of New Jersey until your license or certificate has been reactivated.

Please indicate the category of business license which is being applied for:

- Burglar Alarm Business (BX)
- Burglar Alarm and Fire Alarm Business (BF)
- Burglar Alarm and Locksmith Business (BL)
- Burglar Alarm, Fire Alarm and Locksmith Business (AL)
- Fire Alarm Business (FX)
- Locksmith Business (LX)
- Fire Alarm and Locksmith Business (FL)

A nonrefundable application filing fee of \$100.00, in the form of a check or money order made out to the State of New Jersey, must be submitted with this application. In addition to the application filing fee, a \$75.00 renewal fee must be included for those entities that have not previously paid the fee. (Applicants should understand that if the application filing fee is paid with a personal check, and the check is returned by the bank due to insufficient funds, the next step in the licensure or certification process will be delayed until the fee is paid.) Please call the Committee's offices at (973) 504-6245 if you are uncertain if you need to pay the renewal fee. The qualifier for your business will be notified of the license fee when the application for a business license is approved.

The Division is precluded by law from disclosing to the public the place of residence of licensees or applicants, without their consent. You are, however, required to provide an address that may be released to the public in our directories or in response to other requests (by putting a check in the appropriate box). If you provide your place of residence as your public address of record, we will assume that you have consented to have that address be disclosed. If you do not consent to the disclosure of your place of residence, you should provide an address of record other than your place of residence that may be released to the public. One of your addresses must include a street, city, state and ZIP code.

Information that you provide on this application may be subject to public disclosure as required by the Open Public Records Act (OPRA).

Please print clearly. You must answer all of the questions on this application.

Business name: _____
Name of company Telephone number (include area code)

Street City State ZIP code County

N.J. license number: _____ Date license issued: _____ Date license went inactive: _____

Mailing: _____
Street or P.O. Box City State ZIP code County

24-hour emergency telephone number _____ (please include area code)

Certificate of good Standing (Short Form)

You must attach a current Certificate of Good Standing: Shoprt Form Standing (Authority to do business in N.J.) This can be obtained by phoning (609) 292-9292. This form must be current and dated no more that one date prior to the application.

Liability Insurance and Surety Bond

The Certificate of Liability Insurance of \$1,000,000 for an Alarm Business, and \$500,000 for a Locksmith Business, must list the Fire Alarm, Burglar Alarm and Locksmith Advisory Committee, 124 Halsey Street, Newark, NJ 07102, as the "Certificate Holder." This is done so that if the liability insurance expires or is terminated by the insurance carrier, the Committee is notified immediately. It would then notify the business that it must provide new insurance or lose its business license.

Alarm Business (Burglar Alarm, Fire Alarm or Burglar Alarm and Fire Alarm)

General liability insurance in the amount of \$1,000,000; *and*
a surety bond payable to the State of New Jersey in the sum of \$10,000.

Locksmith Business

General liability insurance in the amount of \$500,000; *and*
a surety bond payable to the State of New Jersey in the sum of \$10,000.

Alarm and Locksmith Business

General liability insurance in the amount of \$1,000,000; *and*
a surety bond payable to the State of New Jersey in the sum of \$10,000.

Please attach a copy of your Certificate of Liability Insurance to this application. Also, please have the Surety Bond form enclosed with this application completed by your bond provider.

Business Qualifier

List the licensee(s) who will serve as the Business Qualifier(s) for your business. A Business Qualifier must be licensed in the category in which the business is seeking a license. A licensee may serve as a Business Qualifier for more than one license category, provided a license is held in each category. The Business Qualifier(s) must complete the affidavit enclosed with this application. (Make additional copies of the affidavit as necessary if your business is using more than one Qualifier.)

- Name of licensee who will serve as the Burglar Alarm Business Qualifier _____
License number: **34BA** _____

- Name of licensee who will serve as the Fire Alarm Business Qualifier _____
License number: **34FA** _____

- Name of licensee who will serve as the Locksmith Alarm Business Qualifier _____
License number: **34LS** _____

Affidavit

This affidavit is to be executed by the applicant before a notary public:

State of: _____

County of: _____

} ss.

I, _____, License number: **34BA** _____
Business Qualifier License number: **34FA** _____
License number: **34LS** _____

in making this application to the Fire Alarm, Burglar Alarm and Locksmith Advisory Committee for licensure
of _____
Name of business

under the provisions of Title 45 of the General Statutes of New Jersey and the Rules of the Fire Alarm, Burglar Alarm and Locksmith Advisory Committee, swear (or affirm) that all information provided in connection with this application is true to the best of my knowledge and belief. I understand that any omissions, inaccuracies or failure to make full disclosures may be deemed sufficient to deny or to withhold renewal of or suspend or revoke a license issued by the Committee.

I further authorize all institutions, employers, agencies and all governmental agencies and instrumentalities (local, state, federal or foreign) to release any information, files or records requested by the Committee.

Signature of business qualifier

Sworn and subscribed to before me this _____
day of _____, 20____
Month Year

Name of Notary Public (please print)

Signature of Notary Public





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For Businesses Not Physically Located in the State of New Jersey

Business License Holder Requirements (N.J.A.C.13:31A-2.6 and N.J.A.C. 13:31A-3.5)

An alarm and/or locksmith business license holder shall maintain at least one business office within the State or file with the Committee a statement, duly executed and sworn to before a person authorized by the laws of New Jersey to administer oaths, containing a power of attorney constituting the Committee as the true and lawful attorney of the licensee upon whom all original process in an action or legal proceedings against the licensee may be served and in which the licensee agrees that the original process that may be served upon the Committee shall be of the same force and validity as if served upon the licensee and that the authority thereof shall continue in force so long as the licensee engages in the burglar alarm, fire alarm or locksmith business in the State.

If your business is not physically located in the State of New Jersey, please complete the Power of Attorney found below appointing the Fire Alarm, Burglar Alarm and Locksmith Advisory Committee or agent and lawful attorney upon which all original process in an action or legal proceedings may be served.

Power of Attorney

The undersigned hereby appoints the Fire Alarm, Burglar Alarm and Locksmith Advisory Committee, located at: **124 Halsey Street, 6th floor, Newark New Jersey, 07102**, as agent and lawful attorney of the licensee upon which all original process in an action or legal proceeding against the licensee may be served.

The undersigned licensee further agrees that the original process that may be served upon the Fire Alarm, Burglar Alarm and Locksmith Advisory Committee shall be of the same force and validity as if served upon the licensee and that the authority hereof shall continue in force while the undersigned holds a business licensee issued by the Fire Alarm, Burglar Alarm and Locksmith Advisory Committee.

_____ Name of Business

_____ Signature of Principal of Business

Sworn and subscribed to before me this _____

day of _____, _____
 Month Year



_____ Name of Notary Public / Attorney-at-Law (please print)

_____ Signature of Notary Public / Attorney-at-Law



New Jersey Office of the Attorney General
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Fire Alarm, Burglar Alarm & Locksmith Advisory Committee



Surety Bond Form

Bond No. _____

Know all these men by these presents, that we,

_____ of the City of _____ County of _____ and State of _____

Principal, and _____, a Surety company duly authorized to transact business in the State of New Jersey, as Surety, are held and firmly bound unto the **State of New Jersey**, its municipal successors and assigns, in the just and true sum of (\$_____) **dollars**, lawful money of the United States of America, to which payment well and truly made, we do hereby bind and obligate ourselves, our and each of our heirs, executors, administrators, successors and assigns, jointly and severally firmly by these presents.

Sealed with our seals and dated this _____ day of _____, _____

The condition of this obligation is such, that

whereas the above bounden _____ Principal, has appeared before the Board of Examiners of Electrical Contractors and the Fire Alarm, Burglar Alarm and Locksmith Advisory Committee, of the State of New Jersey and has been licensed as a(n) _____ under the provisions of "P.L. 1997, c.305, N.J.S.A. 45:23A *et seq.*" and amendments thereto and in consideration of the representations made in the application, the said Principal has been licensed as a(n) _____ in the State of New Jersey and has agreed to comply with the aforesaid statute and amendments that may be adopted by the Board of Examiners of Electrical Contractors and the Fire Alarm, Burglar Alarm and Locksmith Advisory Committee.

Now therefore, if the said

Principal shall truly, properly and satisfactorily perform the duties prescribed for alarm contractors and locksmiths under the terms of the aforesaid act and amendments thereto and comply with the aforesaid statute and amendments that may be made thereto and all rules and regulations which may have been or may be adopted by the Board of Examiners of Electrical Contractors and the Fire Alarm, Burglar Alarm and Locksmith Advisory Committee, then this obligation to be void, otherwise to be and remain in full force and virtue.

The term of this bond is from _____ to **January 31, 2023.**

It is mutually understood and agreed between all parties hereto that if the Surety shall so elect, this bond may be cancelled by giving thirty (30) days notice in writing to the said Obligee and this bond shall be deemed cancelled at the expiration of said thirty (30) days, the said Surety remaining liable for all or any act or acts covered by this bond, which may have been committed by the Principal up to the date of such cancellation, under the terms, conditions and provisions of this bond.

Signed, sealed and delivered in the presence of

By _____
Witness

Principal

