

Builder Licensing.

Do I need a Builder Licence?



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Beginning December 1, 2017, all residential home builders are required to have a licence when they apply for a building permit for a new home. Builder licensing applies to the construction of new homes, including condominiums, and major renovations requiring new home warranty coverage.

Provisional licence

Eligible builders who have built at least two new homes in the last two years may qualify for a temporary exemption from licence requirements to provide them additional time to submit their application for a full builder licence. The provisional licence is valid until May 1, 2018.

Timelines

December 1, 2017 – Program requirements come into effect. Provisional licences are issued to eligible builders with a clean record of compliance. Licence applications are available online. Interim builder registry lists all builders licensed to build in Alberta.

March 31, 2018 – All builders, including those with a provisional licence, are encouraged to apply for their licence before this date to avoid processing delays that could impact their business.

May 1, 2018 – Provisional licences expire. All builders must possess a licence to build new homes in Alberta

Full licence

New builders, or existing builders who are not eligible for a provisional licence can apply online through the New Home Buyer portal. Links to the portal and information about getting access to the portal are available on the Licence Application page at: www.builderlicensing.alberta.ca

Applying for a builder licence

Applicants must provide information about their business including:

- Basic business contact information, including contact information for directors
- List of associated building companies
- Proof of acceptance by a warranty provider
- Any history of fraud
- Any undischarged bankruptcies or arrangements under the *Companies' Creditors Arrangement Act* that have not been completed
- Building-related court proceedings
- Compliance record with safety and consumer protection legislation
- Photocopies of the driver's licences or government-issued identification associated with all company directors

Owner Builder Authorization

Individuals planning to build their own home must apply to the Registrar for an Owner Builder Authorization, whether building with or without warranty.



Two Licence Classes

Builders can apply as either a developer or a general contractor, depending on what types of homes they intend to construct. Both may sell new homes directly to a consumer.

Licensed Developer

- A licensed developer typically builds residential projects with five or more dwelling units, such as condominiums.
- When the project requires the involvement of a coordinating registered professional, the builder is required to have a developer licence.
- A coordinating registered professional coordinates the design work and field review of the other registered professionals required to comply with the Alberta Building Code.

Licensed General Contractor

- A general contractor typically builds single-family homes or multiple-family dwellings up to four dwelling units.
- These residential buildings do not require a coordinating registered professional

Frequently Asked Questions

Q. How do I apply for a builder licence?

- Apply online through the New Home Buyer Protection System's Builder's Portal
- Information is located at www.builderlicensing.alberta.ca

Q. What are the fees?

- An initial application costs \$600
- Each renewal application costs \$500

Q. How long is the licence valid?

- One year from the date of issue unless otherwise stated by the Registrar

Q. What safety and consumer protection legislation will I be asked about on the application?

- *New Home Buyer Protection Act*
- *Safety Codes Act*
- *Condominium Property Act*
- *Fair Trading Act*
- *Occupational Health and Safety Act*
- Similar legislation of another province or country

Contact Us

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