

Instructions for Completing the Application Form

1. Use the following link to locate information about:
http://www.ahfc.state.ak.us/energy/energy_rater_info.cfm
 - a. How to apply to become an AHFC-authorized energy rater.
 - b. Energy rater education and training.
 - c. Regulations governing the activities of an AHFC-authorized energy rater.
 - d. Energy rater performance standards.
2. Answer each and every question on this form and attach the information and documentation requested. You may also attach additional information and documentation you would like AHFC to consider.
3. It is your sole responsibility to ensure your application and all attached documentation is complete. AHFC is not responsible for notifying you of deficiencies in your application or for assisting with the completion of an incomplete application.
4. Don't forget to sign the application.
5. Make a complete copy of your application and all attachments and keep it for your personal records. AHFC will not make copies of the application package for you.
6. Deliver the signed application and attachments to AHFC as follows:

By mail: AHFC Energy Program Administrative Assistant
PO Box 101020
Anchorage, Alaska 99510-1020

By fax: (907) 338-1747
ATTN: AHFC Energy Program Administrative Assistant

By e-mail: fschloss@ahfc.state.ak.us

AHFC-AUTHORIZED ENERGY RATER APPLICATION

Choose one:

- I have never been an AHFC-authorized Energy Rater; this is a new application.
- I am currently an AHFC-authorized Energy Rater and am applying to renew my authorization.
- I was previously an AHFC-authorized Energy Rater but my authorization is not active at this time. I am reapplying to renew my authorization.

Full Name (first, middle, last):	Social Security Number:
Physical Address:	Years at this address:
Mailing address:	Telephone:
E-mail address:	Fax #:

Do you own or have an interest in an Alaska business? If "yes" provide the following:

Business Name:	Alaska Business License #
Type of Business:	# Years in Business:
Business Physical address:	Business Mailing address:

Applicant Disclosure:

1. Have you ever been convicted of, admitted that you committed, or are you awaiting trial for any crime (excluding only minor traffic violations)?

- YES
 NO

You must answer "YES" even if the matter was later dismissed, deferred, vacated, or expunged. If you answer "YES" you must attach a written explanation to this application that includes the dates of the proceedings, the court where the proceedings occurred, a statement of the accusation against you and the final disposition of the case(s).

2. Are you now being investigated for any alleged criminal misconduct or other alleged criminal act (excluding only minor traffic violations)?

- YES
 NO

You must answer "YES" even if the matter was later dismissed, deferred, vacated, or expunged. If you answer "YES" you must attach a written explanation to this application that includes the dates of the proceedings, the court where the proceedings occurred, a statement of the accusation against you and the final disposition of the case(s).

3. Have you ever been investigated for or have you ever been the subject of an allegation related to forgery, theft in the first or second degree, extortion, misrepresentation, dishonesty, or fraud?
- YES
 NO

If you answer "YES" you must attach a written explanation to this application that includes the dates of the investigation or allegation, the names of the parties involved, a statement of the accusations against you, and the final disposition of the matter.

4. Have you ever had any license or certificate of any kind (occupational certificate or otherwise) revoked or suspended, or have you in any way been sanctioned by, or is any charge or complaint now pending against you, before any licensing, certification or other regulatory agency or body, public or private?
- YES
 NO

If you answer "YES" you must attach a written explanation to this application that includes the date(s) of the proceedings, the name, address, and telephone number of the agency or body where the proceedings took place, a statement of the accusations against you, and the final disposition of the matter.

5. Are you now being investigated for any alleged misconduct or other alleged grounds for discipline by any licensing, certification or other regulatory body (occupational certification or otherwise)?
- YES
 NO

If you answer "YES" you must attach a written explanation to this application that includes the name, address, and telephone number of the agency or licensing body that is conducting the investigation and a statement of the accusations against you.

6. Have you ever had a fidelity bond, performance bond, payment bond, or other bond related to your business activities cancelled for any reason?
- YES
 NO

If you answer "YES" you must attach a written explanation to this application that includes the name, address and telephone number of the surety and a statement of the reasons the bond was cancelled.

7. Have you ever had your authority to perform energy ratings or building analysis revoked?
- YES
 NO

If you answer "YES" you must attach a written explanation to this application that includes the name, address, and telephone number of the official that revoked your authority, a statement of the reasons the authority was revoked, and a statement of whether the authority has been, or may be, reinstated.

8. Have you attached a criminal background report to this application that was produced no more than thirty (30) days prior to the date you will submit the application to AHFC?
- YES

You must answer "YES" and attach the required report.

Applicant Experience:

1. NEW APPLICATIONS ONLY: Have you attached a copy of your high school diploma or G.E.D. to this application?
- YES

You must answer "YES" and attach the required documentation.

2. **NEW APPLICATIONS ONLY:** Have you attached adequate information to this application to prove you have successfully completed the minimum education, training, and experience requirements to become an AHFC-authorized energy rater?
 YES

You must answer "YES" and attach the required documentation.

3. **RENEWAL APPLICATIONS ONLY** Have you attached adequate information to this application to prove you have successfully completed the continuing education and certification requirements to renew your AHFC-authorized energy rater agreement?
 YES

You must answer "YES" and attach the required documentation.

4. **RENEWAL APPLICATIONS ONLY** Please indicate in the boxes below if you wish to have your contact information listed on the following public lists:
- BEES Compliance Certification List (to sign PUR-1010)
 - Energy Rater web list (for dispatch to or contact from potential Energy Rating clients)
 - Do not include me BEES Compliance Certification List or the Energy Rater List

By signature below, the Applicant:

Authorizes AHFC to request and receive information, personal or otherwise, with regard to any subject covered in this application. Applicant releases and holds harmless AHFC and all persons, businesses, organizations, or other entities that may provide AHFC with such information.

Acknowledges and agrees that AHFC, at its sole discretion, may complete a background investigation of the Applicant at any time, in order to verify information related to this application; including, but not limited to, the Applicant's personal identification, education, criminal history, work history, and character.

Promises that he/she will timely provide AHFC with appropriate information should any new issue arise that might be related to questions #1 through #7 under the section entitled "Applicant Disclosure".

Certifies that he/she can perform, with or without accommodation, all physical tasks associated with an energy rater's duties, including standing, climbing, crawling, and carrying of equipment weighing up to 40 lbs.

Applicant Signature

Date Signed