



Long Time Contactors' Licensing Board Member Passes Away

Long-time Contractors' Licensing Board member Marshall E. Walker of Rock Hill passed away on August 30, 2004 at the age of 86. Mr. Walker served on the Board longer than any previous or current member. He served from December 18, 1957 until December 31, 1987 for six different Governors — Timmerman, Russell, McNair, West, Edwards, and Riley and served as Board chairman for more than 25 years.

Mr. Walker was born April 25, 1918 and graduated from Rock Hill High School. He received a Bachelor of Science degree from Clemson College in 1941. He served in the Army Air Corps from 1941 to 1945 in the European Theater of Operations. He received the Distinguished Unit Citation, Air Medal with three Oak Leaf Clusters, and the Distinguished Flying Cross. He finished his combat tour in March 1944, served in the S.C. National Guard until 1976, and retired as a Colonel.

Mr. Walker started an electrical contracting business, Walker Electric, in 1945 and worked as an electrical contractor until the time of his passing for a span of 49 years. He was captain of the Clemson Track Team, 1941; past president of the Carolinas

Chapter of the National Contractors Association, 1958; recipient of the Distinguished Service Award, Clemson Alumni Association, 1973; chairman of Rock Hill Advisory Board for C & S Bank, 1977; member of Rock Hill Rotary Club; member of Rock Hill Chamber of Commerce; member of Rock Hill Elks Club; member of Board of Directors, South Carolina Athletics Hall of Fame; chairman, Board of Deacons, Neely's Creek Reformed Presbyterian Church; past president of Board of Directors for Clemson IPTAY; member of National Council, Clemson Alumni Association; and Executive Committeeman for Troop 132, Boy Scouts of America.

Mr. Walker's dedication to serving others and his many accomplishments will be remembered and appreciated by many individuals in whom he has come in contact throughout South Carolina and the nation during a remarkable lifetime of achievement.

Surviving him are two sons, Marshall E. (Rock) Walker, Jr. and Wesley (Frank) Walker, current Contractors' Licensing Board member since January 11, 1989, and past Board chairman, and daughter Betsy Walker.

Be Aware of Wetlands and Environmental Regulations



Contractors in this state are reminded that the Army Corps of Engineers regulates work within wetlands. Violations of the terms of a wetlands permit can be significant in the amount of fine levied by the Corps. All licensed building and water and sewer line general contractors are encouraged to review the requirements for these permits at the Corps' Web site, www.sac.usace.army.mil. Look on the right side of the screen and enter permits. This screen will provide you with a vast amount of information that may help avoid a costly mistake.

A developer and a water and sewer line contractor thought that they were within a thirty-five foot easement of the wetlands and made a mistake unknowing to both parties. The developer may be looking at a \$500,000 fine.

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South Carolina Department of
Labor, Licensing and Regulation



The "Contractors' Review" is a publication of the S.C. Contractors' Licensing Board and the South Carolina Department of Labor, Licensing and Regulation. It is distributed three times annually to licensees, building officials, architects, awarding authorities and various federal, state and local government officials. Suggestions for articles in this newsletter are welcome. Send written notification to Board Administrator Ron Galloway, or call him at (803) 896-4686.

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Columbia, SC

TELEPHONE NUMBERS

General Information: (803) 896-4686
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Mechanical Contractor
Rhonda Jackson(803) 896-4627

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Program Coordinator:

Joyce Thurber(803) 896-4634
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Compliance Fax:(803) 896-4364

Procedures For Reporting and Handling Complaints Against Licensees and Unlicensed Practice

General Information

The Department has the authority to investigate allegations of negligence, performing substandard work, incompetence, or misconduct on the part of contractors licensed with the South Carolina Contractors' Licensing Board, and allegations that unlicensed and/or licensed individuals or entities are practicing in violation of Title 40 Chapters 1, 11, 45 and 79 of the 1976 Code of Laws of South Carolina, as amended, and Regulation 29.



Statute and Regulations
Chapter 11 and Regulation 29
Chapter 45
Chapter 79

Type of Contractor
General and Mechanical Contractor
Fire Sprinkler
Burglar and Fire Alarm Contractor

Initial Complaint

Complaints must be in writing on a complaint form provided by the department and will be analyzed as to jurisdiction, their validity, concern for public safety, possible violations of the building codes, construction parameters or contracting statutes. The complaint form must contain complete information as to who, what, where, and why or how the incident occurred and sent to the Board compliance section by mail or fax. Please include the name, address, and phone number of the owner and contractor. Also include the contractor's license number, if known. In most cases, directions to the physical site of the incident or project are necessary. It is imperative to include your name and telephone number if additional clarification or information is required.

Investigation Process

The Department will assign an investigator who will investigate all complaints fairly and thoroughly. At the completion of the investigation, a report of facts will be brought before an Investigative Review Committee (IRC), which consists of the Board administrator, the investigator for the case and his supervisor and Board prosecuting attorney. The IRC will review the evidence in relation to the specific statutes and make its recommendation as to an appropriate disposition. The IRC's recommendation may range from dismissal, issuance of a citation, letter of caution, consent agreement, or a formal hearing before a hearing officer or the Board.

Fax-on-Demand for Forms



You can obtain forms and other information about the South Carolina Contractors' Licensing Board through the FAX-on-Demand system. You will not have to wait for information to come in the mail. Applications are available at the touch of a button and can be sent by FAX directly to you. The system is voice activated. Call 24 hours a day toll free, 1-888-269-7646 and select option number 4 for the Contractors' Licensing Board. Follow the instructions, and state what documents you need.

Clarification of Burglar Alarm License Requirements



It has been reported that some burglar alarm licensees within this state may be hiring sales staff and other employees to perform services for the licensee without registering and/or performing a criminal background check on the employee, as required by Section 40-79-220(C)(1) of the 1976 South Carolina Code of Laws, as amended. Such conduct may be grounds for disciplinary action including fines, license suspension or revocation. The department is authorized to issue a citation in the amount up to \$500 for each violation.

Employees may be full time or part time and issued an IRS Form W-2 for wage withholding or an IRS Form 1099 for compensation as an independent contractor or employee (contract employee.) Licensees are reminded that they are fully responsible for the actions of regular and contract employees who represent one or more alarm businesses. An employee selling burglar alarm systems for more than one licensee must be registered with all burglar alarm businesses that the employee represents. Contract employees may not indicate to prospective customers that he/she is a burglar alarm entity, which is offering free burglar systems or installation or activation of a burglar alarm system and will have a licensed burglar business to install the system. Such conduct is engaging in the burglar alarm business and requires licensure. Offers to sell, install or activate a burglar alarm system must be made in the name of a licensed burglar alarm business.

Further, some licensees may be establishing branch offices but not registering each branch office or employing a primary qualifying party for each branch office, as required by Section 40-79-220(A). Any licensee, branch office, or unregistered employee will be subject to disciplinary action if found to be in violation of the alarm statutes. Each unregistered employee and uncertified branch office is considered to be a separate violation.

A copy of the alarm statutes may be obtained from the board's Web site, www.llr.state.sc.us/POL/Contractors, download Chapter 79, Burglar and Fire Alarm Statutes, laws/policies, Code of Laws, or call the office for a copy, 803-896-4686. Licensees should be thoroughly familiar with all of the requirements found in the alarm statutes, especially Section 40-11-220.

Last Newsletter to be Mailed Out to Licensees



Due to increasing costs of printing and postage, the Board's newsletter will be posted on the Board's Web site. In order to receive the next newsletter and be on the Board's newsletter mailing list, you may go to the Board's newsletter subscription page, <http://www.llr.state.sc.us/POL/Contractors/clbnews.asp>. Fill in your name and email address and when the next newsletter is published, the newsletter will be e-mailed to you automatically upon publication.

Hearings

If a hearing is recommended by the IRC, a notice of charges, which establishes the appropriate violation(s) of the statute, is served upon the respondent. A hearing is held pursuant to the South Carolina Administrative Procedures Act.

The hearing may be held before an appointed hearing officer and hearing advice counsel. The hearing officer considers the evidence, including witnesses, presented by the Board's prosecuting attorney. At the appropriate time, the respondent, who may be aided by his/her counsel, then presents the respondent's evidence and defense. A court reporter will prepare a transcript of the proceeding. The hearing officer will consider the evidence presented at the hearing and will make a recommendation after hearing the merits of the allegations. The hearing officer's recommendation report is prepared and presented to the Board at the next available meeting. The Board may accept, decline or alter the advice of the hearing officer after it has read the transcript of the hearing held before the hearing officer. The Board will issue a final order if any disciplinary action/sanctions are imposed on the respondent. If sanctions are imposed, the respondent may be charged with the cost of the investigation along with any fines for violation of each section of the contracting statutes.

In lieu of a case being heard by a hearing officer, there may be a complete evidentiary hearing before the Board. Board members consider evidence presented to them by the Board's prosecuting attorney. The respondent, who may be aided by his/her counsel, then presents the respondent's evidence and defense. A court reporter will prepare a written transcript of the proceeding. The Board, following deliberation, will render its decision in the matter and will issue a final order.

Complaint Form

To obtain a complaint form, please request one by:

- Downloading from Board's Web site, www.llr.state.sc.us/POL/Contractors
- Calling "fax on demand" phone line at (888) 269-7646. Request document # 110.
- Calling the Board's compliance section, (803) 896-4634.

Planning a Move or Changing License Application Information

If you are licensed with this Board, you **must** keep the Board informed of any changes in the licensed entity's new physical or business address, telephone number or fax number and any change to your style of engaging in business, such as changing from a proprietorship to a corporation.

The Board also requires the licensee to notify this office of any changes to its initial or renewal license application information such as any qualifying party leaving the employment of the licensee or changes in corporate officers. Any changes to the entity's initial or renewal application may delay the license renewal or revision process.

The licensee may not receive information that he/she has a "need to know," such as changes in the contracting statutes which would be printed in this newsletter. If a licensee is sent a letter to its last known address for action against the license, and the licensee does not receive the letter because he/she failed to notify the Board of the address change, any action on the status of the license is binding and legal, even if they were not at the hearing for any possible sanction(s). Changes can be sent by mail or fax to the South Carolina Contractors' Licensing Board, P.O. Box 11329, Columbia, S.C. 29211, Fax: 803-896-4701. Include your license number and current telephone number.

Please remember, all licensees licensed by this Board must contract and engage in contracting work in the name that appears on your license card. Any deviation is not acceptable and will result in a \$500 fine and possible termination of the bid or contract.



Employers Beware!



Employers in South Carolina are required to post two employment notices from the South Carolina Department of Labor, Licensing and Regulation in a place or places where employees can see them. These posters are: OSHA (Occupational Safety and Health) and the Labor Law Abstract (Payment of Wages, Child Labor, Right-to-Work).

Three other state agencies also require employment postings: the Employment Security Commission's "Workers Pay No Part of the Cost for Job Insurance" (UCI 104) and "If You Become Unemployed (UCI 105); the Workers' Compensation Commission's "Workers Comp Works For You"; and the Human Affairs Commission's "Equal Opportunity is the Law".

Due to budget constraints, LLR is no longer printing these posters. They can be downloaded from this site.

Currently, the following agencies are still printing the posters in an all-in-one format:

- S.C. Employment Security Commission, (803) 737-2474, www.sces.org
- S.C. Human Affairs, (803) 737-7800 or 1-800-521-0725, www.state.sc.us/schac
- S.C. Workers' Compensation Commission, (803) 737-5700, www.wcc.state.sc.us

Board Meeting dates for 2005

Date	Time	Location	Room #
January 20	10:00 a.m.	Kingstree Building, Synergy Office Park Columbia, SC	111
April 21	10:00 a.m.	Kingstree Building, Synergy Office Park Columbia, SC	111
July 21	10:00 a.m.	Kingstree Building, Synergy Office Park Columbia, SC	111
October 20	10:00 a.m.	Kingstree Building, Synergy Office Park Columbia, SC	111

Have You Moved?

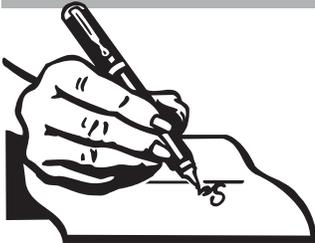


It is the responsibility of the licensees to keep the board office aware of current address and telephone information. When these changes occur, please notify this office immediately.

Please submit the following information:

Date: _____
Name of Licensee: _____
Old Address: _____
New Address: _____
Old Phone Number: _____
New Phone Number: _____
Signature: _____

Administrator's Corner



A prime general contractor holding a building classification who engages in a residential construction project may contract with a licensed residential builder or registered or licensed residential specialty contractor to perform residential work. Under such a contract, residential builders and residential specialty contractors may perform residential work that is within the lawful scope of their practice authorization. Residential specialty contractors are not exempt from complying with county and municipal business license ordinances or other regulatory ordinances. A county or municipality may require a residential specialty contractor to be

examined and licensed in accordance with standards adopted by the county or municipality; however, if a residential contractor has been issued a license in his area of contracting, a county or municipality may require no additional examination. A licensed residential builder, in turn, may subcontract with (1) other properly licensed residential builders or (2) registered or licensed residential specialty contractors or (3) licensed general or mechanical contractors to perform portions of the residential construction project the licensed residential builder has contracted to perform. A residential specialty contractor, in turn, may only subcontract with other residential specialty contractors to perform work that is within the same classification as the first residential specialty contractor. As the prime contractor on the residential construction project, the general contractor is responsible for the overall construction of the project.

When a licensed residential builder is the prime contractor and fifty percent or more of a construction project is residential in nature, a properly licensed residential builder may contract for the entire project and may subcontract work on the residential portion of the project to licensed residential builders, registered or licensed residential specialty contractors or licensed general or mechanical contractors, as described above. However, those portions of the project that are non-residential in nature are outside the scope of residential practice under either a residential builder's license or residential specialty contractor's registration or license. Therefore, such non-residential work must be subcontracted for performance by properly licensed general or mechanical contractors. As the prime contractor on the residential construction project, the residential builder is responsible for the overall construction of the project.

Recent Disciplinary Actions

Cease and Desist Orders

The following individuals and/or entities were issued a Cease and Desist Order for performing contracting work without a proper contractor license, certification or registration or exceeding its contractor license classification or other reasons:

- Assurance Waterproofing Co. Inc., and Charles Heacock, Columbia, S.C. Respondent submitted a bid to perform masonry work, which was not within the classification of work held by the general contractor.
- Watertight Systems, Inc., and Randall West, Lexington, S.C. Respondent submitted a bid to perform masonry work, which was not within the classification of work held by the general contractor.
- Caldwell Plumbing and Jonathan Caldwell, Clover, S.C. Respondent was advertising as a licensed mechanical plumber and did not have to license.
- G N C Berry and Greg Berry, Charleston, S.C. Respondent engaged in regulated contracting work that regulated work that required a state contractor license and did not have a license.
- Jennings Construction Company, Greenwood, S.C. Respondent was performing general contracting work and did not have a license.
- Zeigler Electric, Lexington, S.C. Respondent exceeded the group limitation of its general contractor license.
- Page's Plumbing, Beech Island, S.C. Respondent was performing plumbing work and did not have a current mechanical contractor license.
- Speer Construction, Corpus Christi, T.X. Respondent offered to build a structure and did not have a license to engage in the project.
- Total Construction Solution, Inc., and Steve Saccente, Westminster, MD. Respondent built a commercial building in North Charleston, S.C. and did not have a proper license to engage in the construction.
- DTC General Contractor and Leroy Preister, Jr., Barnwell, S.C. Respondent hired an unlicensed contractor to perform regulated construction work.
- Jennings Construction, Greenwood, S.C. Respondent performed regulated construction work without being properly licensed.

Citations Issued

The following individuals and/or entities were issued a citation by the department for violation of the contracting statutes and agreed to pay a fine:

- Rusty's Reliable Plumbing, Goose Creek, S.C. Respondent was charged with failing to respond to a directive from the department. Fine was \$500.
- J W Painting & Repair, N. Charleston, S.C. Respondent exceeded its general contractor license group limitation. Fine was \$500.
- Larry Fink, Columbia, S.C. Respondent performing general contracting work and did not have a license to engage in the work. Fine was \$500.
- Wayne Automatic Sprinkler and Bernard Parsons, Concord, N.C. Respondent failed to comply with requirements for shop drawings. Fine was \$250.
- Ligion and Associates and Dan Ligion, Columbia, S.C. Respondent was in violation of the joint venture requirements. Fine was \$500.
- Commercial Roofing and Consulting, Columbia, S.C. Respondent exceeded its general contractor license limitation. Fine was \$500.
- Michael Dendy, Albertville, A.L. Respondent engaged in contracting work in a name other than the name that appears on its general contractor license.
- Caldwell Plumbing, Clover, S.C. Respondent was advertising as a licensed mechanical contractor and did not have a license. Fine was \$500.

Consent Orders Issued

The following individuals or entities agreed to a consent order for violation of the contracting statutes:

- Pool Renovations and Jeffrey Rigg, Bluffton, S.C. Respondent exceeded its general contractor pool classification, entered into a joint venture with an unlicensed contractor and contracted in a name other than the exact name that appears on its license. Fine was \$3,500.
- Assurance Waterproofing Co. Inc., and Charles Heacock, Columbia, S.C.

Respondent submitted a bid to perform masonry work, which was not within the classification of work held by the general contractor. Fine was \$1,200.

- Watertight Systems, Inc., and Randall West, Lexington, S.C. Respondent submitted a bid to perform masonry work, which was not within the classification of work held by the general contractor. Fine was \$1,200.
- Southeastern Inspection Services and Allen Moore, Hollywood, S.C. Respondent prepared written inspection reports on a manufactured home and cited code violations in error by referencing codes not applicable to manufactured homes and did not have a proper license to cite code violations on a manufactured home. Fine was \$1,000.
- Tom Barton HVAC and T's Electrical, Warrenton, S.C. Respondent submitted a bid for a joint venture project and was not licensed to joint venture the work to be performed. Fine was \$1,000.
- C & H Services and Ashley Hammett, Waynesboro, G.A. Respondent submitted a bid for a joint venture project with a contractor that was not properly licensed to enter into a joint venture agreement. Fine was \$1,000.
- Spruill Design, LLC and Kenyatta Spruill, Charleston, S.C. Respondent submitted to bid to build a metal building and did not have a license to perform the work. Fine was \$500.
- The Andrews Group and William Johnson, qualifying party, Irmo, S.C. Respondent submitted false information on a license application and stated that he had never been disciplined by a licensing board when in fact he had been. Fine was \$500.
- Saeid Tashakori Construction. Respondent submitted false information on a license application and stated that he had never been disciplined by a licensing board when in fact he had been. Fine was \$500.
- W C Services, Inc. and Walter Chapman, Georgetown, S.C. Respondent performed emergency repair on a fire sprinkler system and did not have a fire sprinkler license to perform the work.
- Allfire Systems, Inc. and Bruce Bigach, Rock Hill, S.C. Respondent performed an inspection on a fire

Citations Issued *Continued page 7*

sprinkler system and did not have a license to perform the inspection.

- Devere Construction, Inc., Alpena MI. Respondent engaged in general contracting work outside its license classification. Fine was \$10,000.
- New Carolina Construction Company, Inc., Greenville, S.C. Respondent engaged in general contracting work outside its license classification. Fine was \$10,000.
- G S Tech Services, Inc., Greer, S.C. Respondent engaged in general contracting work outside its license classification. Fine was \$500.
- GNC Berry, Charleston, S.C. Respondent submitted a bid for regulated construction work in Charleston, S.C. and did not have a license to perform the work. Fine was \$500.
- Environmental Structures, Inc., Hartland, WI. Respondent hired and unlicensed contractor to perform regulated roofing work and did not obtain a building permit to perform the work. Fine was \$5,000.
- Allfire Systems, Inc, Rock Hill, S.C. Respondent performed inspection services on a fire alarm system and did not have a license to perform the work. Fine was \$500.
- Kapasi Glass Mart, Inc., Spartanburg, S.C. Respondent exceeded its glass and glazing license group number 4 limitation for a project located in Travelers Rest, S.C. Fine was \$42,000.
- Jennings Construction Company, Inc. Greenwood S.C. Respondent performed construction work on a project for asphalt paving and storm drainage work and did not have a license to perform the work. Fine was \$1,300.
- North Lake Construction, Inc., Lexington, S.C. Respondent hired an unlicensed contractor to perform asphalt paving and storm drainage work and hired a licensed electrical contractor that exceeded its license group limitation. Fine was \$4,400.
- Zeigler Electric, Inc., Lexington, S.C. Respondent exceeded its electrical license group limitation. Fine was \$1,300.
- Page's Plumbing, Beech Island S.C. Respondent performed regulated plumbing work and did not have a current license to perform the work. Fine was \$1,300.
- Emory and Audrey Ware, Mt. Pleasant, S.C. Respondent does not admit that they were in violation of the owner/builder exemption by selling a

residence they built before the two year waiting period to sell the structure but agreed to pay a \$500 fine to settle the matter.

- Greg Mathews, Greenwood, S.C. Respondent was a qualifying party for Climate Control Systems of Greenwood, S.C. and borrowed Climate Control Systems to construct a house in Abbeville County and did not have a license to contract for the structure. Fine was \$2,700.
- Climate Control Systems and Jeff Scott, Greenwood, S.C. Respondent loaned its general contractors license to their qualifying party in order to build a residence while the qualifying party is not properly licensed to contract for the structure. Fine was \$2,700.
- Total Construction Solution, Inc., and Steve Saccente, Westminster, MD. Respondent built a commercial building in North Charleston, S.C. and did not have a proper license to engage in the construction. Fine was \$2,900.
- United States Sprinkler Company and Kenneth Rainwater, Birmingham, AL. Respondent submitted shop drawings for a fire sprinkler system and omitted placing the sprinkler contractor's stamp authorized signature and license number on the drawings as required by statute. Fine was \$250.
- Taylor Waterproofing Plus, Inc., Houston, TX. Respondent submitted a bid for a waterproofing project in Columbia, S.C. and did not have a proper license. Fine was \$1,100.
- Homeworks Custom Builders, Fayetteville, N.C. Respondent constructed a house in Pamlico, S.C. and performed substandard work due to 13 code violations. Fine was \$1,500.
- Allfire Systems, Inc., Rock Hill, S.C. Respondent performed an inspection on a fire alarm system and did not have a license to perform the inspection. Fine was \$500.
- Jennings Construction Co. Inc., Greenwood, S.C. Respondent offered to perform work on a Ruby Tuesday project in Greenwood, S.C. and did not have a proper license to perform the work. Fine was \$1,300.
- Environmental Structures, Inc., Hartland, WI. Respondent hired an unlicensed roofing contractor to perform regulated roofing work in Conway, S.C. and did not obtain a building permit to engage in the construction project. Fine was \$5,000.
- F & M Development, Inc., and James Floyd, Simpsonville, S.C. Respondent built a residence in Simpsonville, S.C.

and did not meet four separate construction performance standards. Fine was \$500.

- Delta T Construction Co., Menomonee Falls, WI. Respondent engaged in roof construction on a project in Conway, S.C. and did not have a proper license. Fine was \$5,000.
- D. R. Horton, Inc., Greenville, S.C. Respondent built a house in Columbia, S.C. and did not respond to a Richland County Building Official to make alleged code violation repairs. Fine was \$1,000.
- William N. Blackhurst, Lexington, S.C. Respondent failed to disclose monetary judgments, which were related to construction on his 2003 general contractor license renewal application. Fine was \$1,000.

Final Orders by the Board:

- John Luther, qualifying party for BFC Construction, Inc. Greenville, S.C. Respondent failed to disclose several unsatisfied judgments as the qualifying party for BFC Construction when the licensee submitted its license renewal application. The Board revoked Mr. Luther's qualifying party status and issued a \$10,000 fine.
- CSA Construction and Repair, and Charles Hopkins, Greer, S.C. Respondent was hired to build a dentist office which had several construction problems. Liens were placed against the building when in fact the Respondent was paid in full for the work performed. Respondent did not respond to the board as to his financial condition. Respondent was charged with negligence, performing substandard work, incompetence and misconduct, and failure to provide pertinent records and documents as requested by the board. Fine was \$5,000 and license revocation.
- BAC Diversified Services and Bernard Fripp, Columbia, S.C. Respondent stated on its license application that the applicant's primary qualifying party was a full-time employee for the Respondent when in fact the individual was not a full-time employee and did not authorize the Respondent to submit his name as the primary qualifying party. Fine was \$2,500.
- Mauldin Electric, Inc., and Mike Mauldin, Anderson, S.C. Respondent performed substandard work on a project that contained deficiencies and code violations. Fine was \$1,000.

S.C. Department of Labor, Licensing and Regulation
Contractors' Licensing Board
P.O. Box 11329
Columbia, SC 29211-1329

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*This issue contains
information that may directly
affect your business!*

NASCLA National Association of State Contractors Licensing Agencies
P.O. Box 14941 • Scottsdale, AZ 85267 • Fax (480) 948-4117

BUSINESS MANAGEMENT AND LAW REFERENCE MANUAL ORDER FORM

To order copies of the South Carolina Edition of the *Business Management and Law (for Commercial Contractors and/or Residential Builders)*, please complete the order form below, submit a check for the total order amount payable to NASCLA Publications, and mail to address listed above.

Credit card orders (VISA, MASTERCARD or AMERICAN EXPRESS) may be mailed to the address above or faxed to (480) 948-4117.

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