



STATE OF ALABAMA
HEARING INSTRUMENT DEALERS BOARD

400 S. Union Street, Suite 235B
Montgomery, AL 36104
(334) 593-3777

MEMORANDUM

TO: Licensees
FROM: Marilyn Fletcher, Executive Secretary
DATE: November 15, 2017
SUBJECT: Renewal Notice for 2018

It is that time again to submit the renewal of your license for the 2018 licensure year. Renewals are due no later than **January 30, 2018**.

You must fill out the application **completely** and return it with the necessary documentation. Please fill out your request for any duplicate license you made need and submit the required fee for each duplicate license.

ALL APPLICATIONS THAT ARE INCOMPLETE AND/OR DO NOT HAVE THE REQUIRED DOCUMENTATION AND PROPER FEES WILL BE RETURNED TO THE APPLICANT. THIS COULD RESULT IN ADDITIONAL FEES TO BE PAID BY THE LICENSEE, OR AN EXPIRED LICENSE.

In past years we have always sent paperwork for you to fill out. This year we encourage you to visit our new website dedicated to the Alabama Hearing Instrument Dealers Board where you will have access to all forms needed. Whether you are applying for your first Apprentice Permit, Hearing Aid Specialist or Hearing Aid Dispenser License, as well as Renewal Forms and Business Statement of Compliance. These forms are now available on our new website: alabamahidb.us and you will be required to print these forms from the site, fill them out completely with all necessary paperwork, and submit to the Hearing Instrument Dealers Board.

This new site will now be your “go to” place for information, applications, Alabama State Laws as well as the HIDB Rules. We would encourage all Apprentices, Hearing Aid Specialists (formerly Fitters) and NBC-HIS Hearing Aid Dispensers to become familiar with this site as the Board will no longer be mailing out paper forms for renewals. This will make gathering information and necessary submissions much easier and faster.

It also will be from our site: alabamahidb.us where the most current information will be available regarding testing dates for the Practical and State Law Exams and our State Board Meetings dates.

If you should have any questions, please contact us at the address/telephone listed above.