

APPLICATION FOR CONTRACTOR'S LICENSE/REGISTRATION

This form is filled out annually unless specified otherwise.

Please complete both pages.

Please Note: Article 050.040.010 General Requirements (for Construction Trades Licenses), Section A states "...Such license may only be issued to a person and not to a business entity. A permit for a construction project may be issued before all subcontractors are determined, however, no work may be commenced by the sub-contractor until a license required by this Article is obtained..."

LICENSEE (PERSON) NAME _____ City Contractor License # _____ - _____
(Assigned by the City)

BUSINESS NAME _____

PHYSICAL ADDRESS _____

MAILING ADDRESS (including zip code) _____

PHONE NO. _____ FAX _____ CELL _____

E-MAIL ADDRESS _____

<input type="checkbox"/>	Class AA	\$200.00	General Unlimited Contractor – <i>B.E.S.T. card required</i>		
<input type="checkbox"/>	Class A	\$175.00	Commercial Contractor (Includes schools, hospitals, jails, assembly occupancies, and hazard occupancies except Type I) - <i>B.E.S.T. card required</i>		
<input type="checkbox"/>	Class B	\$150.00	Light Commercial Contractor (Excludes hospitals, jails, education buildings and assembly when over occupant load of 50 and hazardous occupancies. May include A, B, E, F, M, R, S and U occupancies except Type I) – <i>B.E.S.T. card required</i>		
<input type="checkbox"/>	Class C	\$125.00	Home Builder Contractor (R-3 and U occupancies as specified in the I.R.C. as three (3) stories and less) – <i>B.E.S.T. card required</i>		
<input type="checkbox"/>	Class D	\$75.00	Specialty Contractor Specializing in: (May specialize in up to two trades) – <i>B.E.S.T. card required for those trades with a "*"</i>		
<input type="checkbox"/>	Alarm Installation (1)	<input type="checkbox"/>	Awning Installation	<input type="checkbox"/>	Carpentry (Framing)*
<input type="checkbox"/>	Concrete*	<input type="checkbox"/>	Drywall	<input type="checkbox"/>	Excavation
<input type="checkbox"/>	Fire Sprinklers (2)	<input type="checkbox"/>	Glass & Glazing	<input type="checkbox"/>	Insulation
<input type="checkbox"/>	Irrigation	<input type="checkbox"/>	Landscape Construction	<input type="checkbox"/>	Masonry*
<input type="checkbox"/>	Metal Stud Installation	<input type="checkbox"/>	Roofing	<input type="checkbox"/>	Structural Steel Erection
<input type="checkbox"/>	Stucco	<input type="checkbox"/>	Sign Installer	<input type="checkbox"/>	Manufactured Home Installation (3)
<input type="checkbox"/>	Mechanical*	<input type="checkbox"/>		<input type="checkbox"/>	Gas Fireplace/Stove Installation (4)
<input type="checkbox"/>	Other (please specify): _____				

<input type="checkbox"/>	Elec	No Charge	Electrician , <i>State & Master's license are required</i>
<input type="checkbox"/>	Pl/GF	\$50.00*	Plumber & Gasfitter (2 yrs. or pro-rated to next State Plumber's license expiration date) <i>State & Master's license are required</i> *Note: Please contact the Building Department to verify license fee at 970 384-6411 for licenses applied for after August 31, 2011.

- (1) All fire alarm system installers are required to have NICET Level 2 or higher in fire alarm installation
- (2) Fire sprinkler installers need either be licensed by the State of Colorado or test locally.
- (3) State Certification Number required.
- (4) NFI Gas Specialist Certificate required

A contractor is responsible for any type of construction she/he may contract to build in the City of Glenwood Springs. Building permits must be obtained before any work can be started.

The Building Inspector, as required by the International Building Code, International Residential Code, International Mechanical Code, International Plumbing Code, and the building permit conditions, must inspect all work. A general contractor must have a means of knowing when plumbing and electrical work that is subcontracted is being installed properly.

I certify that the above information is true to the best of my knowledge.

Licensee Signature or Authorized Agent

Date Signed

If you have no employees, you may sign the following Worker’s Compensation Waiver in lieu of providing us with a certificate of insurance for worker’s compensation. Please read the following carefully before signing.

Worker’s Compensation Waiver

I certify that in the performance of the work for which this registration is issued, I will not be employing any person(s) so as to become subject to the worker’s compensation laws of the State of Colorado.

Notice: If after making such certification, I become subject to the worker’s compensation provisions of this code, I shall forthwith comply with the provisions of subsection 050.040.010.D of the Glenwood Springs Municipal Code or my registration shall be deemed revoked.

Licensee Signature or Authorized Agent –

Date Signed

Sign only if you do not have employees and do not carry Worker’s Compensation Insurance.

AFFIDAVIT IN COMPLIANCE WITH C.R.S. §24-76.5-101, et seq.

I, _____, swear or affirm under penalty of perjury under the laws of the State of Colorado that (check one):

_____ I am a United States citizen, or

_____ I am a Permanent Resident of the United States, or

_____ I am a lawfully present in the United States pursuant to Federal law.

I understand that this sworn statement is required by law because I have applied for a public benefit. I understand that state law requires me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under Colorado Revised Statute 18-8-503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

Signature of Licensee

Date Signed

CONTRACTOR'S LICENSE CHECKLIST

***Have you enclosed all of the following items (even if this is a renewal application)?

1. _____ Completed application
2. _____ Copy of your *current* B.E.S.T. card or other license (as indicated on the front of the form)
 - Expired licenses will not be accepted.
 - Sometimes testing certificates other than the B.E.S.T. may be accepted if they cover the current International Building Code
 - To obtain a new B.E.S.T. card, call to schedule a test at one of the following locations:
 - Glenwood Springs (384-6411)
 - Silt City Hall (876-2353)
 - Town of Snowmass (923-5524)
 - Aspen City Hall (920-5041 or 920-5090)
3. _____ Certificate of General Liability Insurance with the City of Glenwood Springs listed as the certificate holder. (Minimum \$500,000 for classes A, AA, and B, \$300,000 for classes C, D, and others.)
4. _____ Certificate of Worker's Compensation Insurance with the City of Glenwood Springs listed as the certificate holder **OR** sign the Worker's Compensation waiver above if you have no employees.
5. _____ Please make payment on the City's website **here**. Choose **Click Here to Pay a Bill via Credit/Debit Card or E-Check**, and then select **Contractors License Fee**. Follow the prompts to make your payment. **Please E-mail a copy of your receipt to Building@cogs.us with your application.**

Note: If the payment link above does not work, please go to cogs.us/pay and click on Community Development Fees. Follow the instructions previously listed after this step.

E-MAIL YOUR APPLICATION TO: Building@cogs.us