



CONTRACTOR LICENSE APPLICATION

DATE OF APPLICATION: _____

FEES PER LICENSE: LICENSE \$50 ADMINISTRATION \$25 = **\$75 TOTAL FEE, MUST BE PAID ONLINE AFTER APPROVAL**

LICENSE IS NON-TRANSFERABLE

Type of License you're applying for (check all that apply): *SEE FULL DESCRIPTION ON PAGES FOLLOWING APPLICATION

- ☐ Class A (Commercial & Residential)
- ☐ Class B (General Residential) - Single-Family and Two-Family Construction/Alteration, Decks, Covered Porches
- ☐ Class B2 (Limited Residential) - Solar, Pools/Spas
- ☐ Class C (Trades i.e., HVAC, Fire Sprinkler) Electrical* & Plumbing* (*Verified Through State, no fee)

TYPE OF TRADE(S) LICENSE IS FOR: _____

- ☐ Class D (Roofing) Commercial Roofing (includes Residential) ☐ Class D (Roofing) Residential Roofing Only

BUSINESS NAME:	
PHYSICAL ADDRESS:	
MAILING ADDRESS:	
CONTACT NAME:	
PHONE:	
COMPANY/PRIMARY EMAIL:	
ITEMS TO BE INCLUDED:	
PROOF OF COMPETENCY	Demonstrate competence through passage of an examination administered by the ICC or submittal of proof of current registration, or license of the same, or equivalent license classification, from a governmental entity that requires ICC testing as part of its registration or licensing process; (example of ICC approved exam Commercial Roofing - International Code Council, G14 Certification). Contact ICC by visiting the website at www.iccsafe.org/contractor or by calling 1.888.ICC.SAFE for testing information.
COPY OF STATE LICENSE	Electricians and Plumbers will need to provide a copy of their State License, Master License, and Driver's License/State issued ID.
CERTIFICATE OF INSURANCE FROM AN AGENT OR INSURANCE COMPANY	Certificate of insurance from an agent or insurance company demonstrating that the applicant has workers' compensation insurance in the statutorily required amounts, general commercial or liability insurance with minimum limits of not less than \$100,000.00 each occurrence and \$300,000.00 general aggregate, and automobile liability insurance with minimum combined single limits for bodily injury and property damage of not less than \$300,000.00 for any occurrence. List the Town of Severance, 3 South Timber Ridge Parkway, PO Box 339, Severance, CO 80546 as Certificate Holder. Provide a waiver or affidavit showing you do not have to carry worker's compensation.
CERTIFICATE OF GOOD STANDING	If the applicant is a corporation, evidence that the applicant is in good standing to conduct business within the state



Do you now hold a valid Contractor's License from any other jurisdiction? _____ *ask which jurisdictions we accept (if they don't require an ICC Test)	
If yes, please list the License Number, City or Municipality, and MUST ATTACH COPIES OF VALID LICENSE:	
Lic. No.:	City:

PERSON(S) DESIGNATED TO APPLY FOR BUILDING PERMITS ON BEHALF OF THE LICENSED CONTRACTOR NEEDING TO SET UP A SEPARATE PROFILE TO PULL PERMITS/REQUEST INSPECTIONS IN COMMUNITY CONNECT	ATTACH ANOTHER SHEET IF MORE ARE NEEDED
NAME:	
EMAIL:	
NAME:	
EMAIL:	

APPLICANT NAME:		DATE:
APPLICANT SIGNATURE:		

BUILDING OFFICIAL:		DATE:
SIGNATURE:		<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED

Email completed application, Certificate of Insurance with Town of Severance as the Certificate Holder, and supporting documentation to: building@townofseverance.org

* It is your responsibility to make sure that all supporting documentation and/or insurance is always up to date to continue to be in good standing until renewal. Stop work orders may be put into place on projects you are listed on, and your license can be revoked.



LICENSE DESCRIPTION:

Class A (Commercial & Residential)	Entitles the holder to construct, alter, finish, or repair any type or size of structure permitted by the International Building Code or the International Residential Code as adopted by the town; entitles holder to construct, alter, or repair one-family and two-family residences of two stories or less as permitted by the International Residential Code as adopted by Town and entitles holder to perform work involving specialized trades, not including roofing - subject to suspension and/or revocation by Town.	Demonstrate competence through passage of an examination administered by the ICC, or submittal of proof of current registration, or license of the same, or equivalent license classification, from a governmental entity that requires ICC testing as part of its registration or licensing process; certificate of insurance from an agent or insurance company demonstrating that the applicant has workers' compensation insurance in the statutorily required amounts, general commercial or liability insurance with minimum limits of not less than \$100,000.00 each occurrence and \$300,000.00 general aggregate, and automobile liability insurance with minimum combined single limits for bodily injury and property damage of not less than \$300,000.00 for any occurrence.
Class B (Residential)	Entitles holder to construct, alter, or repair one-family and two-family residences of two stories or less as permitted by the International Residential Code as adopted by Town - subject to suspension and/or revocation by Town.	Demonstrate competence through passage of an examination administered by the ICC, or submittal of proof of current registration, or license of the same, or equivalent license classification, from a governmental entity that requires ICC testing as part of its registration or licensing process; certificate of insurance from an agent or insurance company demonstrating that the applicant has workers' compensation insurance in the statutorily required amounts, general commercial or liability insurance with minimum limits of not less than \$100,000.00 each occurrence and \$300,000.00 general aggregate, and automobile liability insurance with minimum combined single limits for bodily injury and property damage of not less than \$300,000.00 for any occurrence.
Class B2 (Specialized Residential)	Solar (requires a Colorado master electrician license and a Colorado State electrical contractor license); Fences; Pools/Spas- subject to suspension and/or revocation by Town.	May require testing. Submittal of proof of current registration, or license of the same, or equivalent license classification, from a governmental entity that requires testing as part of its registration or licensing process; Certificate of insurance from an agent or insurance company demonstrating that the applicant has workers' compensation insurance in the statutorily required amounts, general commercial or liability insurance with minimum limits of not less than \$100,000.00 each occurrence and \$300,000.00 general aggregate, and automobile liability insurance with minimum combined single limits for bodily injury and property damage of not less than \$300,000.00 for any occurrence. Driver's License/State Issued ID



Class C (Sub-contractor or tradesman)	Entitles holder to perform work involving specialized trades, not including roofing - subject to suspension and/or revocation by Town (i.e., HVAC, Fire Sprinkler, Concrete/Masonry; Frame; Window Installers – repair/replacement only); Excavating; Signage (not an all-inclusive list))	Copy of State License for Electrical and Plumbing; Master Licenses, Driver's License/State Issued ID; certificate of insurance from an agent or insurance company demonstrating that the applicant has workers' compensation insurance in the statutorily required amounts, general commercial or liability insurance with minimum limits of not less than \$100,000.00 each occurrence and \$300,000.00 general aggregate, and automobile liability insurance with minimum combined single limits for bodily injury and property damage of not less than \$300,000.00 for any occurrence. Proof of current State certification as a Fire Suppression System Contractor through the Colorado Division of Fire Prevention and Control.
Class D (Roofing)		
Commercial Roofing (Covers both Residential and Commercial)	Entitles holder to engage in the installation of roofing materials on commercial building structures permitted by the town's building code - subject to suspension and/or revocation by Town	International Code Council, G14 or F14 Certification; Demonstrate competence through passage of an examination administered by the ICC or submittal of proof of current registration, or license of the same, or equivalent license classification, from a governmental entity that requires ICC testing as part of its registration or licensing process; certificate of insurance from an agent or insurance company demonstrating that the applicant has workers' compensation insurance in the statutorily required amounts, general commercial or liability insurance with minimum limits of not less than \$100,000.00 each occurrence and \$300,000.00 general aggregate, and automobile liability insurance with minimum combined single limits for bodily injury and property damage of not less than \$300,000.00 for any occurrence.
Residential Roofing	Entitles holder to engage in the installation of roofing materials on residential building structures permitted by the town's building code - subject to suspension and/or revocation by Town	Demonstrate competence through passage of an examination administered by the ICC G15 or F15, or submittal of proof of current registration, or license of the same, or equivalent license classification, from a governmental entity that requires ICC testing as part of its registration or licensing process; certificate of insurance from an agent or insurance company demonstrating that the applicant has workers' compensation insurance in the statutorily required amounts, general commercial or liability insurance with minimum limits of not less than \$100,000.00 each occurrence and \$300,000.00 general aggregate, and automobile liability insurance with minimum combined single limits for bodily injury and property damage of not less than \$300,000.00 for any occurrence.