



RENEWAL NOTICE TO ALL LONGMONT CONTRACTORS

Please note that all contractor licenses and registrations expire June 30th of each year. A renewal application is attached below. Each contracting firm should identify their contracting name and license classification, qualified individuals and identify the status as active or inactive. When complete, return the renewal application to the Building Inspection Division with the appropriate fee, Study Guide if applicable and proof of insurance. Updated insurance certificates can be faxed to 303-651-8930.

In accordance with Ordinance 16.48.060, all qualified individuals for the Class A, B, C, and Mechanical licenses need to complete and pass (with a 65%) the self-study guide prior to license renewal. Please submit it by June 15, 2011 to insure adequate time for processing. You will be able to print the study guide from our web site by going to the Building Inspection page at www.ci.longmont.co.us/bldginsp

Upon receipt of the application, we will review the status of the contractor's insurance certificates and issue new identification cards to each qualified individual. For the Class A, B, C, and Mechanical contractors who do not anticipate working in Longmont during the 2011-2012 licensing period, we recommend converting to an inactive status. This will insure the licensee will not have to take the contractor's test at a future date. In addition all A, B, C, and Mechanical contractors who do not renew by June 30, 2011 will be required to pass the licensing test.

CITY OF LONGMONT RENEWAL APPLICATION FOR CONTRACTOR LICENSING

(Please print)

Qualified Individual(s) _____

Contracting Name _____ Phone _____

Address _____

Street/P.O. Box _____ City _____ State _____ Zip Code _____

E-Mail Address _____

<u>CLASSIFICATION</u>	<u>ACTIVE</u>	<u>INACTIVE</u>	<u>License Number(s)</u>
Class A	\$175	\$60	_____
Class B	125	50	_____
Class C	100	40	_____
Class D, Mechanical, Plumbing	75	30	_____
Electrical	0	0	_____

Fee Enclosed:\$ _____

PLEASE RETURN TO: City of Longmont, Building Inspection, 385 Kimbark St., Longmont, CO. 80501

