

RETURN TO:
CITY OF MANCHESTER
208 E MAIN STREET
MANCHESTER, IA 52057
563.927.3636



CONTACT:
TIM HEIMS
BUILDING OFFICIAL
CODE ADMINISTRATOR
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CONTRACTOR REGISTRATION APPLICATION

General Contractors must submit a \$50.00 registration fee payable to City of Manchester, a completed application, proof of licensure and proof of insurance. Electricians and Plumbers must submit a completed application, proof of licensure and proof of insurance.

NEW RENEWAL

BUSINESS CONTACT INFORMATION

Owner's Name: _____

Company Name: _____

Mobile Phone: _____

Email: _____

Mailing Address: _____

City: _____

State: _____

ZIP Code: _____

Business type: Corporation Partnership Sole Proprietor Trustee Other

Business FEIN#: _____

IA Contractor License #: _____

Insurance Company: _____

Attach a copy of liability insurance (minimum of \$500,000).

RESPONSIBILITY FOR OBTAINING PERMITS

The entity that actually performs the work in the City, being the owner or contractor, is the one responsible for obtaining a permit before commencement of work. Permits are not valid until payment is made.

SIGNATURE

Signature: _____

Date: _____

CITY OFFICE USE ONLY

- Application Filed
 Contractor License
 Liability Insurance information
 \$50 Fee Exempt
 Expires _____

Building Official _____