

RETURN TO:
CITY OF MANCHESTER
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MANCHESTER, IA 52057
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CONTRACTOR REGISTRATION APPLICATION

General Contractors, Plumbers & Electricians are required to register with the City of Manchester prior to commencing work. General Contractor is defined as any person, firm, corporation, or other association who is doing any building work (including sign, excavation, and demolition work) for hire for which a permit is required.

General Contractors must submit a \$25.00 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. Registrations expire annually on December 31.

I am registering as a/an: GENERAL CONTRACTOR ELECTRICIAN PLUMBER

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 proof of liability insurance

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
 \$25 Fee Exempt
 Expires _____

Building Official _____