



Dear Contractor:

Happy New Year! Good Luck to us all in 2020.

Construction contracting within the Town of Basalt requires a valid license.

Renewal notices are sent to contractors licensed with the Town of Basalt the previous year. There is no obligation to renew unless you are currently building in Basalt or you are expecting to build in Basalt.

Attached is a Contractor License Application for your 2020 Town of Basalt contractor license. Please complete the form and return to the Building Department for processing. **The following items must be provided with your application to process a license:**

- Certificate of contractor's liability insurance.
- Certificate of worker's compensation insurance certificate. (If the contractor has no employees, a waiver of worker's compensation insurance may be filed with the Town). Our waiver may be accessed at the building department page on the Town of Basalt website www.basalt.net/building.
- Copy of a testing credential:
 - current B.E.S.T. card (front and back); or
 - ICC (passing) Examination results **within the past 3 years**; or
 - other testing credential that matches or exceeds the level of license requested.
- Indicate the license class requested and remit the appropriate fee (payable to Town of Basalt). Note on the application form that license fees are discounted 25% after the first one, for multiple license applications.

Note: There is a continuing education requirement for general contractors pulling permits subject to the Sustainable Building Regulations (SBRs). The town council updated the SBRs and included a continuing education requirement for 2 hours of SBR-related training within 18 months prior to permit approval (Ord. No. 11, 2018). Eligible training opportunities will be posted on the town website. Training events not posted may be approved by the building official upon proof of attendance. **Provide proof of continuing education with this application or with building permit applications.**

Additional Note: Plumbing permits and inspections are now handled locally by the Town of Basalt Building Department (they are no longer handled by the State).

Take Care,

Rick Fout
Building Official

2020 CONTRACTOR'S LICENSE RENEWAL APPLICATION

TOWN OF BASALT
101 MIDLAND AVENUE
BASALT, CO 81621
(970) 927-4702 FAX: (970) 927-4703

BUSINESS NAME:

BUSINESS MAILING ADDRESS:

BUSINESS PHYSICAL ADDRESS:

NAME OF BUSINESS OWNER/RESPONSIBLE PARTY:

BUSINESS PHONE:

CELL PHONE:

FAX NUMBER:

EMAIL ADDRESS:

This application is offered to contractors licensed with the Town of Basalt the previous year. If you are issued a contractor's license, a Town of Basalt *business license* is **NOT** required.

CLASS OF LICENSE FOR WHICH APPLICATION IS BEING MADE (please check):

	<u>Renewal</u> <u>Fee</u>	<u>Minimum</u> <u>Insurance Required</u>
General Contractor (Unlimited)	\$200	\$1,000,000
General Contractor (Commercial)	\$200	\$1,000,000
General Contractor (Light Commercial)	\$200	\$ 500,000
General Contractor (Homebuilder)	\$150	\$ 500,000
Specialty (check appropriate specialty)	\$ 75	\$ 500,000
Concrete	Irrigation *	Roofing *
Drywall *	Masonry	Structural Steel Erection
Excavation *	Mechanical Contractor	Plumbing/Boiler (Hot Water Heat)
Carpentry	Insulation *	Glass and Glazing *
Other (_____)		

*Means B.E.S.T. card not required

PLEASE NOTE:

- If the same company is applying for more than one license, fees for (lesser- or equal-priced) licenses beyond the first are 25% off.
- Contractor licenses are valid from Jan. 1 through Dec. 31 of each *calendar year*.
- Electrical licensing is through State of Colorado Department of Regulatory Agencies (DORA).

Each firm must appoint an individual within the firm who has taken and passed the valley-wide Board of Examiners for Standardized Testing (B.E.S.T.), International Code Council (ICC) contractor test, or other approved credential within the appropriate trade before the Town will accept this application.

B.E.S.T NUMBER(S) _____ **or OTHER CREDENTIAL** _____

THIS APPLICATION MUST BE ACCOMPANIED BY:

1. Certificate of contractor's liability insurance. (Certificate Holder: Town of Basalt, 101 Midland Ave., Basalt, CO, 81621)
2. Worker's compensation insurance certificate. If the contractor has no employees, a waiver of worker's compensation insurance may be filed with the Town.
3. Copy of current BEST card/or STATE card (front and back) or other test credential.
4. SBR credential. Provided with this license application; or prior to approval of a permit subject to SBRs.
5. The appropriate fee for the class of license requested (payable to Town of Basalt).

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OFFICIAL USE ONLY: Date Paid _____ Amount Paid _____ Check No. _____