

IN THIS SPACE

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COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS
BUILDING AND ZONING DEPARTMENT
P.O. DRAWER 1529
LAKE CITY FL. 32056
(386) 758-1124

APPLICATION FOR CONTRACTORS CERTIFICATE OF COMPETENCY

Please complete application in ink (please print) or type. Make check payable to Columbia County Board of County Commissioners. Please read all instructions and make sure you have signed where indicated.

Applicants Name _____
Last First Middle

Residence Address _____
City State Zip

2. Name of Business _____
(name under which you will pull permits)

Business Address _____
City State Zip

Mailing Address _____
City State Zip

Home Phone _____ Office Phone _____

Date of Birth _____

3. Classification Requested: _____ Active _____ Voluntary Inactive _____ Involuntary Inactive _____ Re-application
Business Status: _____ Individual _____ Corporation _____ Partnership _____ Limited Liability Company _____

4. Circle Category(s) Requested: General Building Residential Sheet Metal Roofing
Air Conditioning "A" Air Conditioning "B" Air Conditioning "C"
Mechanical Commercial Pool Residential Pool Swimming Pool Servicing
Electrical Plumbing Solar Contractor
Specialty:

(Type Specialty Category Requested)

5. List all state registration numbers: _____
(N/A for Specialty License)

6. DO YOU HAVE EMPLOYEES IN YOUR BUSINESS _____ YES _____ NO If Yes ; How Many _____
Are they covered by Workers Comp. Insurance? If yes; please provide copy(s) of workers compensation or exemption. If no ,
please state reason.

Under penalties of perjury, I declare that I have read the forgoing statements, and that the facts are true to the best of my knowledge and belief.

Applicant's Signature

Date

WORK EXPERIENCE:

YEARS _____

TYPE _____

EDUCATION:

HIGH SCHOOL: _____

COLLEGE: _____

NAMES OF THREE (3) CHARACTER REFERENCES:

1. _____	PHONE _____
2. _____	PHONE _____
3. _____	PHONE _____

NAME OF THREE (3) CREDIT REFERENCES:

<u>BUSINESS NAME</u>	<u>CONTACT PERSON</u>	<u>PHONE</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

**A LETTER FROM THREE (3) DIFFERENT FLORIDA LICENSED CONTRACTORS, EITHER GENERAL, BUILDING, OR RESIDENTIAL, WHO HAVE PERSONAL KNOWLEDGE OF THE APPLICANT, ATTESTING TO THE COMPETENCY OF THE APPLICANT IN THE TRADE OR SPECIALTY APPLIED FOR. ** ALSO, PLEASE MAKE SURE ALL LETTERS FROM LICENSED CONTRACTORS BE ON A COMPANY LETTERHEAD WITH A STATE REGISTRATION NUMBER OR A STATE CERTIFICATION NUMBER.

THIS RULE HAS NO EXCEPTIONS AS PER THE COLUMBIA COUNTY COMPETENCY ADVISORY BOARD. ADDRESSES AND PHONE NUMBERS ARE NECESSARY ON LETTERHEAD FROM ALL LICENSED CONTRACTORS.

IF ANY OF THIS INFORMATION IS NOT COMPLETE, YOUR APPLICATION WILL NOT BE SUBMITTED AS PER THE COLUMBIA COUNTY COMPETENCY ADVISORY BOARD.

DEFINITIONS-- AS USED IN THIS ACT SPECIALTY
CONTRACTORS DEFINED BY THE COLUMBIA COUNTY
COMPETENCY ADVISORY BOARD ON
MONDAY, MARCH 29, 1993 (REVISED)

1. MASON means a Specialty Contractor whose services are limited to building with stone, brick, block, etc.
2. CONCRETE FINISHER means a Specialty Contractor whose services are limited to finishing concrete, installing footers (foundations), concrete slabs, etc.
3. PAINTING CONTRACTOR means a Specialty Contractor whose services are limited to painting
4. ALUMINUM/VINYL SIDING CONTRACTOR means a Specialty Contractor whose services are limited to the installation screen rooms, patio enclosures, etc. and aluminum/vinyl siding.
5. INSULATION CONTRACTOR means a Specialty Contractor whose services are limited to blown-in insulation, sub-siding, foam-board, fiberglass batts, etc.

THE FOLLOWING ARE IN ORDER OF SKILL REQUIRED & NECESSARY FOR THE INSTALLATION OF : DRYWALL,
PLASTER AND STUCCO

6. DRYWALL means a Specialty Contractor whose services are limited to the installation of drywall.
7. PLASTER means a Specialty Contractor whose services are limited to the installation of drywall and plaster.
8. STUCCO means a Specialty Contractor whose services are limited to the installation of drywall, plaster, and stucco.
9. GLASS means a Specialty Contractor whose services are limited to the installation of glazed glass or manufactured glass units.
10. GARAGE DOOR INSTALLER means a Specialty Contractor whose services are limited to the installation of manufactured garage door units.
11. FLOOR COVERING means a Specialty Contractor whose services are limited to installing floor covering, such as carpet, linoleum, congoleum, etc.
12. CERAMIC TILE means a Specialty Contractor whose services are limited to installing ceramic tile.
13. CABINET INSTALLER means a Specialty Contractor whose services are limited to installing cabinets.
14. ACOUSTICAL CEILING means a Specialty Contractor whose services are limited to installing acoustical ceilings.
15. FRAMING CONTRACTOR means a Specialty Contractor whose services are limited to framing, finish carpentry, the installation of manufactured windows and door units.
16. METAL BUILDING ERECTOR means a Specialty Contractor whose services are limited to erecting metal buildings.
17. SOLAR CONTRACTOR means a Specialty Contractor whose services are limited to installation alteration, repair, maintenance, relocation or replacement solar panels for private, residential swimming pool solar heating systems, whether public, private or otherwise.

(Ordinance 89-6 amended Sept. 2, 1999) ORD. 99-24

CHECKLIST OF DOCUMENTS

NEEDED FOR COLUMBIA COUNTY

CERTIFICATE OF COMPETENCY LICENSE

A. YOU WILL NEED 3 LETTERS FROM FLORIDA LICENSED CONTRACTORS. THEY MUST BE EITHER A GENERAL, RESIDENTIAL, OR BUILDING CONTRACTOR THAT CAN ATTEST TO THE KNOWLEDGE AND ABILITY OF THE APPLICANTS TRADE IN THE SPECIALTY FIELD APPLIED FOR. ALL LETTERS MUST INCLUDE A STATE REGISTRATION NUMBER OR A STATE CERTIFIED NUMBER ON EACH LETTER.

NOTE: EACH LETTER MUST SPECIFICALLY STATE THE TYPE OF SPECIALTY LICENSE THAT IS BEING APPLIED FOR. EXAMPLE: CONCRETE FINISHER, FRAMING CONTRACTOR, STUCCO, AND ETC.

B. YOU WILL NEED A CERTIFICATE OF LIABILITY INSURANCE FROM THE INSURANCE COMPANY. THE CERTIFICATE MUST BEAR COLUMBIA COUNTY BUILDING & ZONING DEPT AS THE CERTIFICATE HOLDER. (WE DO NOT WANT A DECLARATION POLICY OR RECEIPT SHOWING PROOF OF INSURANCE).

C. A LIKEABLE PICTURE OF YOURSELF (1 1/2 X 1 1/2) OR A COPY OF YOUR DRIVERS LICENSE.

D. ALL LETTERS MUST INCLUDE THE INDIVIDUAL CONTRACTOR 'S REGISTRATION LICENSE NUMBER ON LETTERHEAD.

E. ALL INFORMATION REQUESTED ON APPLICATION MUST BE FILLED OUT.

F. IF YOU ARE APPLYING AS A CORPORATION OR LIMITED LIABILITY COMPANY (LLC): YOU MUST SHOW VERIFICATION OF THE CORPORATION SEAL DOCUMENT OR DOCUMENTATION OF SUCH HAS BEEN OR WILL BE APPLIED FOR FROM THE STATE.

G. PARTNERSHIP: IT'S OKAY TO HAVE YOURSELF EXEMPT, BUT YOUR PARTNER MUST SHOW PROOF OF WORKERS' COMP. EXEMPT ALSO.

H. WORKERS' COMPENSATION INFORMATION: IF YOU HAVE THE INSURANCE, SHOW PROOF OF THE INSURANCE. IF YOU ARE APPLYING FOR THE EXEMPTION STATUS, (YOU MUST BE A CORPORATION OR AN LLC TO BE EXEMPTED) WHEN YOU RECEIVE IT FROM THE STATE, YOU MUST SHOW PROOF BEFORE YOU CAN BEGIN WORK. FOR INFORMATION CONTACT: DIVISION OF WORKERS COMPENSATION @ 850-414-1237 OR 850-488-2717 OR GO ONLINE @ www.fldfs.com/WC/index.htm

**ANY QUESTIONS SHALL BE DIRECTED TO THE BUILDING & ZONING DEPT: @ 386-758-1124
8:00 A.M. TO 5:00 P.M.**

LICENSE FEE SCHEDULE & INSURANCE LIMITS REQUIRED

	ACTIVE	VOLUNTARY INACTIVE
RESIDENTIAL, BUILDING,& GENERAL	\$100.00	\$ 50.00
SHEET METAL,ROOFING	\$ 75.00	\$ 25.00
AIR COND. "A"-"B"-"C",	\$ 75.00	\$ 25.00
MECHANICAL, COMM. POOL,	\$ 75.00	\$ 25.00
RES. POOL, POOL SVCING, ELECTRICAL,	\$ 75.00	\$ 25.00
PLUMBING & SPECIALTY	\$ 75.00	\$ 25.00

AMOUNT OF PUBLIC LIABILITY & PROPERTY DAMAGE COVERAGE REQUIRED:

BODILY INJURY - PROPERTY DAMAGE

LIABILITY - SINGLE LIMIT

GENERAL & BUILDING **\$300,000.**

RESIDENTIAL, SHEET METAL **\$100,000.**
ROOFING, AIR COND. "A"-"B"- "C"
MECHANICAL, COMM. POOL, RES.
POOL, POOL SERVICING, ELECTRICAL,
PLUMBING, & SPECIALTY