



CONTRACTOR REGISTRATION CITY OF BAYTOWN

TRADE: (Please fill out form for each trade.) **REGISTRATION FEE: \$25.00** *Current Trade License (if applicable) and Valid Driver License are required to be shown at time of registration. Certificate of Insurance with City of Baytown as a certificate holder is required (\$1,000,000.00 in coverage)*

License to be renewed annually from application date.

_____	Building Contractor (BL)	STATE LICENSE REQUIRED	_____	Plumbing Contractor (PLB)
_____	Commercial Building Contractor (CB)	_____	_____	HVAC Contractor (HVAC)
_____	Pool Contractor (PL)	_____	_____	Electrical Contractor (EL)
_____	Fence Contractor (FE)	_____	_____	Irrigation Contractor (IR)
_____	Sign Contractor (SG)	_____	_____	Backflow Prevention Tester (BFT)
_____	Roofing Contractor (RF)	_____	_____	Fire Protection (FP)
_____	Demolition Contractor (DM)	_____	_____	
_____	Concrete/Paving Contractor (CC)	_____	_____	
_____	Tree Trimming	_____	_____	
_____	Debris Removal	_____	_____	
_____	Other	_____	_____	

NAME OF BUSINESS: _____

NAME OF LICENSE HOLDER/APPLICANT: _____

BUSINESS OWNER: _____

BUSINESS MAILING ADDRESS: _____
Physical address if different from mailing.

CITY, STATE, & ZIP: _____

TELEPHONE NO: _____ **FAX NO:** _____

EMAIL ADDRESS: _____

TRADE LICENSE NO: _____

TRADE LICENSE EXPIRATION: _____

DRIVER'S LICENSE NO: _____

SIGNATURE OF LICENSE HOLDER: _____ (State Held License)
**** Original Signature Required ****

BUSINESS OWNER: _____ **DATE:** _____
**** Original Signature Required ****

LIST ANYONE AUTHORIZED TO SIGN PERMIT APPLICATION (LIMIT 4)

CITY OF BAYTOWN ~ BUILDING SERVICES

2401 Market St. - P. O. Box 424 - Baytown, Texas 77520

(281) 420-6537 building@baytown.org

www.baytown.org

CITY OF BAYTOWN

CONTRACTOR REGISTRATION PROCEDURES

All contractors are required to:

- ✓ Fill out a Contractor Registration Form;
- ✓ Pay registration fee of \$25.00; if applicable
- ✓ Provide a copy of the trade license(s), if applicable, and driver's license; and
- ✓ Provide a certificate of insurance evidencing a Commercial General Liability Insurance is required for the services the Contractor is registered for.
Minimum coverage \$1 Million.

TRADE	LICENSE REQUIREMENTS	CERTIFICATE OF INSURANCE REQUIRED?
Building (Commercial & Residential) (Includes Fence & Driveway)	Applicant's or Owner's Driver's License	Yes
Roofing	Applicant's or Owner's Driver's License	Yes
Swimming Pool	Applicant's or Owner's Driver's License	Yes
Demolition	Applicant's or Owner's Driver's License	Yes
Foundation Repair	Applicant's or Owner's Driver's License	Yes
House Moving	Applicant's or Owner's Driver's License	Yes
Electrical	State Master Electrician License License Holder's Driver's License State Electrical Contractor License	Yes
Plumbing	State Master Plumbing License License Holder's Driver's License	Yes
Irrigation	State Irrigator License License Holder's Driver's License	Yes
Mechanical	State HVAC License License Holder's Driver's License	Yes
Sign	State Sign Erector License License Holder's Driver's License State Electrical Sign Contractor License (if applicable)	Yes
Fire Alarm	State ACR License & ECR if servicing extinguishers License Holder's Driver's License	Yes
Sprinkler System	State SCR License & ECR if servicing extinguishers License Holder's Driver's License	Yes
Tree Trimming/Debris Removal	Applicant's or Owner's Driver's License	Yes
Back Flow Prevention Tester	Backflow Prevention License License Holder's Driver's License	No (if only testing) Yes (if installing new BFP system)