

City of Oldsmar
Building Division
100 State Street West, Oldsmar, FL 34677
Phone: (813) 749-1100
Email: PlanReDev@myoldsmar.com

APPLICATION FOR REGISTRATION OF CONTRACTOR
CERTIFICATION

License/Certification #: _____

Business Name: _____

Business Telephone: _____ Email: _____

*Business Location: _____

Mailing Address (if different than business location): _____

Qualifying Agents Name

Cell #

Qualifying Agents Home Address

Printed Owners Name – if different from Qualifier

Business Owners Address

Business Owners Home Phone

No. of Employees: _____

Qualifying Agents Signature

RETURN THIS APPLICATION WITH COPIES OF THE FOLLOWING DOCUMENTS:

- Pinellas County Certificate of Competency or State License (must have signature of qualifier)
 - If you are Pinellas County certified, you may also be required to have a State of Florida Registration
 - Insurance Certificate addressed to the City of Oldsmar, License Section (\$300,000/ \$500,000 each occurrence)
 - Workers Compensation Insurance or State-approved Exemption Certificate
 - Current Business Tax Receipt for business location (if applicable)
*Businesses operating from The City of Oldsmar are required to obtain a local business tax receipt. For info visit <http://myoldsmar.com/277/Business-Tax-Receipts-Requirements>
 - Certificate of Competency, Business Tax Receipt, and Insurance Certificate must have same business name.
- Schedule inspections, check permit status and results, or to make payments online for outstanding permit fees visit <https://www.ci.oldsmar.fl.us/permits/>**

Items Needed to Register for Pulling Permits

Attention Contractors The items needed to register for pulling permits includes:

- Certificate of general liability, with the City of Oldsmar listed as certificate holder
- Copy of business tax receipt, if applicable
- **Optional:** Letter of authorization if anyone other than the qualifier will pull the permit
- PCCLB identification
- State license
- Workman's Compensation Certificate

There is no charge for registration. The city **does not** issue registration cards. We only ask that you keep us updated on any changes to the above information.

Please Note: This is for subcontractors as well as general contractors.