

SUBMISSION INSTRUCTIONS: Please complete all three pages of the application. Incomplete applications will be returned.

- Completed applications to be emailed to Building@wellingtoncolorado.gov.
- Once your application has been returned to the Town for review, the Town will give access or create a new account for your company to access Community Core an online permitting software.
- Payment for your Contractor License can be made online in Community Core, by check delivered to The Municipal Services Building at 8225 Third Street Wellington CO, 80549 Monday – Friday 8am – 5pm or mailed to P.O. Box 127 Wellington CO 80549.
- For questions regarding your application, please contact our Building Department at 970-568-3381 or email building@wellingtoncolorado.gov.

 Check box if first time licensing with Town of Wellington

 Check box if this is a license renewal.
License Number Issued: _____

Company Information

Contractor Company Name:			
Owner		I.E.N (Federal Tax ID)	
Doing Business As			
Contact Phone Number:		Mobile Number	

Company Email			
Primary Contact Email			
<input type="checkbox"/> If you have an existing Community Core/Connect Account for Permitting in another Jurisdiction list Email used for access below.	<input type="checkbox"/> Check this box if you need a new Account for access to Community Core/Connect Software.		
_____	_____		
Existing Email (Username/Login)	Email to be used for account login credentials		

Additional individuals who will need to have access to apply for permits, scheduled inspections or make payments.

Email 1:

Email 2:

Email 3:

Physical Address				
City or Town		State		Zip code

Check this box if mailing address is same as Physical Address

Mailing Address				
City or Town		State		Zip code

Certificate of Insurance Liability

All applicants must provide a current Certificate of Liability Insurance listing the Town of Wellington as the Certificate Holder.

- ✓ General Liability Insurance minimum limits of \$1,000,000.00 per occurrence and \$ 2,000,000.00 aggregate limit.
- ✓ Mailing Address: P.O Box 127 Wellington CO, 80549
- ✓ Email Address: Building@wellingtoncolorado.gov

Please email Current Certificate of Liability as an individual file separate from the Contractor License Application.

Trade Information

<input type="checkbox"/> General Contractor <input type="checkbox"/> Subcontractor		
Mark all Categories that apply		
<input type="checkbox"/> Building	<input type="checkbox"/> Engineering	Fire
<input type="checkbox"/> Mechanical Contractor	<input checked="" type="checkbox"/> Plumbing Contractor	<input checked="" type="checkbox"/> Electric Contractor
<input type="checkbox"/> Solar Contractor	<input type="checkbox"/> Sign Company	<input type="checkbox"/> Roofing
<input type="checkbox"/> Fencing	<input type="checkbox"/> Landscaping	<input type="checkbox"/> Siding /Windows
<input type="checkbox"/> Planning	<input type="checkbox"/> Zoning	
<input type="checkbox"/> Other:		

Additional Documents required for Electrical and Plumbing Contractors

<input checked="" type="checkbox"/> State of Colorado Masters Plumbing / Electrical License	<input checked="" type="checkbox"/> State of Colorado Electrical / Plumbing Contractor License	<input checked="" type="checkbox"/> Driver's License or State ID for individual noted on State Issued Licenses
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- ✓ Scan each license as an individual file. Acceptable documents: Issued License or Wallet Card issued by State.
- ✓ This signature box is for Plumbing and Electricians only.

Signature of qualified licensed individual: _____	Date: _____
(Listed individual on State of Colorado Electrical or Plumbing Licenses)	

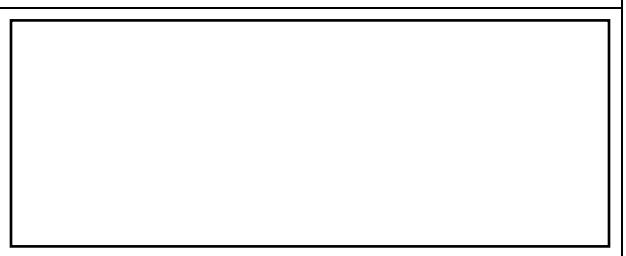
Please continue to Page 3 to sign the Agreement portion of the application.

First Year Applicate please complete the Lawful Affidavit if the following applies. Other Applicants sign Contractor License and Renewal Agreement at the bottom of the page.

Are you a LLC, LLP, S or Inc.?	If yes, you are <i>not required</i> to complete the Affidavit Section of this application. Please continue on to sign the Agreement at the bottom of this page.
Are you a Sole Proprietor?	If yes, complete the Affidavit Section below to comply with the requirements of House Bill o6S-1023.

Lawful Presence Affidavit

(This portion should only be filled out by applicants who are applying as a sole proprietor)
(ELECTRONIC DIGITAL NOTARY NOT ACCEPTABLE)

<p>I, swear or affirm under penalty of perjury under the laws of the State of Colorado that (check one):</p> <p><input type="checkbox"/> I am a United States citizen <input type="checkbox"/> I am a legal permanent resident of the United States</p> <p><input type="checkbox"/> I am otherwise lawfully present in United States pursuant to Federal Law.</p>	
<p>I understand that this sworn statement is required by law because I have applied for a license or permit or am contracting with the Town, which falls under the definition of a public benefit. I understand that state law requires me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under Colorado Revised Statute 18-8503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received</p>	
<p>Signature _____ Printed Name _____ Date: _____ (Applicant)</p>	
<p>Subscribed and sworn to before me, the undersigned Notary of Public, this _____ day of _____, 20____,</p> <p>By _____ who presented (Colorado Driver’s License Colorado ID Card Military ID Passport Native American Tribal Document) as identification.</p>	
<p>STATE OF COLORADO) ss COUNTY OF _____)</p> <p>Notary Public Signature _____</p> <p>My Commission Expires: _____</p>	

Contractor License & Renewal Agreement

<p>Contractor hereby agrees that they are responsible for all work performed according to drawings and specifications filed and approved by SAFEbuilt & the Town of Wellington. Contractor shall comply with all the rules, restrictions, and requirements of the towns current adopted Building Codes. The Contractor is to be responsible for all work performed under each contract executed, whether the contractor, an employee or a subcontractor performs the work. Subcontractors listed on specific jobs must obtain their own Town of Wellington Contractor Licenses prior to permit issuance. Contractor will obtain permits prior to any work performed on the project.</p>
<p>I hereby confirm that the above and foregoing facts are true to the best of my knowledge and that I will notify the Building Department of any change in my status, company name or address</p>
<p>Authorized Signature: _____ Printed Name: _____</p>
<p>Date: _____ 20, ____.</p>