



CITY OF CASPER

200 North David Street
Casper, WY 82601-1862
Phone: (307) 235-8241
Fax: (307) 235-8362
www.casperwy.gov

GENERAL CONTRACTOR LICENSE APPLICATION

ALL APPLICATIONS ARE REVIEWED BY THE COMMUNITY DEVELOPMENT DEPARTMENT
BEFORE TESTING IS PERMITTED.

TESTING MAY BE WAIVED IF APPLICANT CAN PROVE THAT THEY HAVE ALTERNATE TESTING MEETING REQUIREMENTS OF SECTION 15.12.070 OF CASPER MUNICIPAL CODE. THIS DOCUMENTATION SHOULD BE SUBMITTED WITH THE APPLICATION. INDIVIDUALS MUST HAVE A SCORE OF SEVENTY-FIVE PERCENT (75%) OR GREATER FOR A PASSING GRADE. ALL INDIVIDUALS APPLYING FOR A CONTRACTOR'S LICENSE MUST SHOW PROOF OF \$250,000 PERSONAL INJURY AND \$250,000 PROPERTY DAMAGE LIABILITY INSURANCE AS MINIMUMS.

CLASS I authorizes the contractor to construct, repair, or alter any structure. Every applicant must show a minimum of eight (8) years experience in the construction trades to qualify for a general contractor's license.

CLASS IIA authorizes construction, alteration or repair of all residential and commercial structures up to twelve thousand square feet of total area within the building footprint. Every applicant must show a minimum of six (6) years experience in the construction trades to qualify for a general contractor's license.

CLASS IIB authorizes construction, alteration or repair of residential structures up to and including apartment buildings up to four dwelling units. Every applicant must show a minimum of six (6) years experience in the construction trades to qualify for a general contractor's license.

CLASS III authorizes the contractor to repair, remodel, or alter single-family residences only up to 25% of assessed value. Every applicant must show a minimum of four (4) years experience in the construction trades to qualify for a general contractor's license.

CLASS IV authorizes maintenance and repair of residential and commercial buildings consisting of the following:

Building

Drywall patch and repair not including the opening up of entire wall sections.
Roofing shingle repair not to exceed 1 percent of the existing roof area.
Window/Door removal and replacement that does not require structural alteration to the structure.
Deck repair, excluding structural components.
Interior finish work excluded from permit requirements identified in the International Residential Code.
Retaining walls six feet in height or less.
Fences 8 feet in height or less.
Accessory buildings under 200 Square feet in floor area

Plumbing

Repair of p-traps and drain piping contained within the cabinet area of the fixture.
Removal/Replacement of toilets and flanges.
Exterior sprinkler systems from the vacuum breaker to through the sprinkler system. Dishwasher installation, removal, and replacement.

Mechanical

Removal of grills, registers and diffusers that do not require alteration of existing ductwork.

Electrical

Changing of lighting elements within existing fixtures. Installation of decorative lighting.

Every applicant must show a minimum of two (2) years' experience in the construction trades to qualify for a general contractor's license.

DEMOLITION CONTRACTOR authorizes the contractor to demolish and remove any structure or building.

ROOFING CONTRACTOR authorizes the contractor to install, repair, or construct roofs and associated roofing materials.

Testing may be required for all general contractor categories. Class I and II (A/B) General Contractors are tested on the latest edition of the International Building Code (IBC/IRC). Class III and IV Contractors are tested on the International Residential Building Code (IRC) all being tested off of the most recent versions. Roofing contractors are tested on the roofing section of the International Building Code only, with some local amendments. Demolition Contractors are not required to pass a written test. All testing is open book with a four (4) hour time limit. The testing will cover all areas of the code including wood framing, masonry, concrete, exiting, etc. The City of Casper may waive the testing requirement for applicants who are currently licensed in a jurisdiction with testing requirements that are the same or equal to the testing required by the City Contractor's license, including the testing offered by the Wyoming Association of Municipalities or International Code testing

SCHEDULE OF FEES FOR LICENSE:

| <u>Classification</u> | | <u>New License:</u> | <u>Renewal:</u> |
|-----------------------|--------------------|---------------------|-----------------|
| Class I | General Contractor | \$300.00 | \$75.00 |
| Class IIA-IIB | General Contractor | \$150.00 | \$75.00 |
| Class III- IV | General Contractor | \$150.00 | \$75.00 |
| Demolition | General Contractor | \$150.00 | \$75.00 |
| Roofing | General Contractor | \$150.00 | \$75.00 |

MINIMUM INSURANCE REQUIREMENTS:

| | |
|--|-------------|
| Public Liability/Personal Injury or Death of one person | \$250000.00 |
| Personal Injury or Death of all persons from one incident | \$500000.00 |
| Property Damage | \$250000.00 |

For admin use only

Approved for license _____

Approved to test _____

Provide more docs _____

PART I- GENERAL INFORMATION

Name of Company (if applicable) _____

Name of Qualifying Person or Person(s) _____

Current Address _____ City _____ State _____ Zip _____

Telephone Number _____ Cell Number _____

Email _____

Employer _____

Employer's Address _____ City _____ State _____ Zip _____

Position _____ Years at present employer _____ Comments _____

What is the purpose of applying for a City of Casper license? _____

Is there a specific project you will be doing? _____

If, yes, provide project name _____

Date and location of residence in Wyoming _____

If not Wyoming resident, location of residence _____

Type of License being applied for: *Circle one*

| | | | | | | |
|---------|-----------|-----------|-----------|----------|------------|---------|
| Class I | Class IIA | Class IIB | Class III | Class IV | Demolition | Roofing |
|---------|-----------|-----------|-----------|----------|------------|---------|

Part II- LICENSER HISTORY

Please list all licenses that you presently hold in any other state or municipality. Attach a photocopy of each license.

| Location of License | Year Issued | Type of License |
|---------------------|-------------|-----------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

**To be completed by Employer or Person verifying Applicant's information.
(Do Not use self-verification.)**

Applicant's Name _____
(Print)

Name and address of employer or person verifying time and position of Applicant (Name) _____
(Address) _____
(City) _____ (State) _____
(Zip) _____ (Phone No.) _____

Date of Employment: From _____ through _____ Add additional
From _____ through _____ dates
From _____ through _____ (as necessary)

Job Title of Applicant _____
Job Description of Applicant _____

Is the information true and correct to the best of your knowledge including the time and type of work and duties? YES _____ NO _____

COMMENTS: _____

If it is necessary for a representative of the City of Casper to contact you about this information, please give any information that may expedite this process.

Current Address _____ City _____ State _____ Zip _____
Day Phone No. _____ Cell Phone No. _____
Email Address _____

DATED this _____ day of _____, 20____

Signature

Printed Name of Signature

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public

My Commission Expires: