

Charlotte County Community Development Department

Print Form

18400 Murdock Circle | Port Charlotte FL 33948
Building Phone: 941.743.1201 | Building Fax: 941.764.4907
Email: ContractorLicensing@CharlotteCountyFL.gov
CharlotteCountyFL.gov
"Delivering Exceptional Service"

STATE CERTIFIED CONTRACTOR REGISTRATION FORM

Please submit the following documents listed below. All items must be included to process the registration. Allow three (3) business days for processing.

1. Copy of current state license.
2. A Local Business Tax Receipt from qualifiers home county.
3. Current drivers license.
4. Certificate of Insurance for General Liability and Worker's Compensation or qualifiers exemption card.

Certificate must list Charlotte County Community Development as certificate holder.

Please remember to submit **all** of the above items on the checklist together as a package with the completed registration form.

CERTIFICATE HOLDER'S NAME: _____

NAME OF BUSINESS: _____

CERTIFICATE CLASSIFICATION: _____

CERTIFICATE NUMBER: _____

FEDERAL I.D. NUMBER: _____ BIRTH DATE: _____

BUSINESS ADDRESS: _____

BUSINESS MAILING ADDRESS: _____

HOME ADDRESS: _____

BUSINESS PHONE: _____ HOME PHONE: _____

FAX NUMBER: _____ EMAIL ADDRESS: _____

CERTIFICATE HOLDER'S SIGNATURE: _____

(Power of Attorney not accepted)

State of Florida, County of Charlotte

The foregoing instrument was acknowledged before me, by means of physical presence or online notarization, this ____ day of _____ 20____, by _____ who is personally known to me or who has produced _____ as identification and who did/did not take an oath.

Signature of Notary

Notary Stamp