



DEVELOPMENT SERVICES

CITY OF FRISCO

GEORGE A. PUREFOY MUNICIPAL CENTER
6101 FRISCO SQUARE BLVD - 3RD FLOOR
FRISCO, TEXAS 75034
TEL 972.292.5300

WWW.FRISCOTEXAS.GOV

email: buildinginspectionscsr@friscotexas.gov

CONTRACTOR REGISTRATION APPLICATION

REGISTRATION NUMBER: R _____ - _____

Contractor Registration Application must be presented with applicants' original signature. Application submittals will be accepted via facsimile, email or other digital communication. All applications sent by USPS mail or delivered by courier should be presented to the attention of the Building Inspections Customer Service Representatives at the George Purefoy Municipal Center. Incomplete submittals will delay the review process and/or may cause denial of the Contractor Registration Application.

Please select one (1) of the following:

- General Contractor, Mechanical Contractor, Electrical Contractor, Plumbing Contractor, Irrigation Contractor, Sign Contractor, 3rd Party Rater, Structural Engineer, OSSF Installer

Applicants are required to provide the following with a Contractor Registration Application submittal:

- 1. Copy of each valid Master's License, Journeyman License, Wireman or certificates of applicable trade, along with a Copy of each license holder's valid Texas Driver's License or Photo Identification (ID)
2. Proof of Liability Insurance
3. HERS Providers (3rd Party Rater) must provide a copy of the signed RESNET Letter, EPA Agreement, and a list of all Raters employed by the Provider, Engineer of Record (Structural Engineer) must provide \$1 million professional liability insurance
4. No fees required at this time for 3rd Party Raters. Sign Contractors are \$75, and all others are \$50. (Contractor Registration Ordinance# 15-10-75)
5. Sign Contractors must include a valid Master Electrical License or valid Electrical Sign Contractor License. (Sign Ordinance#16-03-25)

Form with fields for COMPANY NAME (NAME, ADDRESS, EMAIL ADDRESS, TELEPHONE) and RESPONSIBLE INDIVIDUAL (NAME, ADDRESS, EMAIL ADDRESS, TELEPHONE).

Form with fields: WILL YOU REQUEST INSPECTION(S) ONLINE? (YES/NO) and PIN NUMBER SELECTED.

1. CONTRACTOR REGISTRATION MUST BE RENEWED ANNUALLY WITHIN THIRTY (30) DAYS OF ITS EXPIRATION DATE. PERMITS WILL NOT BE ISSUED TO ANY INDIVIDUAL OR BUSINESS THAT DOES NOT HAVE A CURRENT CONTRACTOR REGISTRATION WITH THE CITY OF FRISCO.
2. I ALSO ACKNOWLEDGE THAT ANY TRASH REMOVED FROM THE CITY OF FRISCO WILL BE PROPERLY TRANSPORTED TO A NORTH TEXAS MUNICIPAL WATER DISTRICT LAND FILL FOR DISPOSAL.
3. I HEREBY ACKNOWLEDGE I HAVE READ AND EXAMINED THIS CONTRACTOR REGISTRATION APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT.

ACKNOWLEDGEMENT:

Signature and Date lines for Applicant, and Applicant Name (Please Print Legibly) line.

CONTRACTOR REGISTRATION APPLICATION (Continued)

All Contractors required by State Law and local ordinance(s) to be licensed must register with the City of Frisco before applying for permits or performing any work within this jurisdiction. A Master License in a specific trade is required to register as a Contractor. All Licensed Journeyman who work for a registered contractor will be listed on the Contractor Registration Application. All work shall be supervised by a Licensed Journeyman who must be within five (5) minutes of any job under his/her supervision. A licensed residential Electrician may supervise one (1) helper or apprentice; however, a contractor with 2 or more residential electrical crews operating in a subdivision must have a Licensed Journeyman in the subdivision within five (5) minutes of each job.

Any work discovered that is performed without a required Licensed Contractor will be identified to prevent reuse and shall be removed. Multiple violations by a registered Contractor will result in suspension of the Contractor's Registration, the right to obtain permits to work in the City, and/or may include the issuance of citations and reporting to the State. A Contractor is defined as a General Contractor, Electrical Contractor, Plumbing Contractor, Irrigation Contractor, Mechanical Contractor, Sign Contractor, Backflow Tester, or 3rd Party Rater.

Type	Valid Texas Driver's License or Photo ID	Liability Insurance	Master License Required	All Journeymen and Master must be listed	Annual Registration Fee
General	YES	YES	NO	NO	YES
Electrical	YES	YES	YES	YES	YES
Plumbing	YES	YES	YES	YES	NO
Mechanical	YES	YES	YES	YES	YES
Irrigation	YES	YES	YES	YES	YES
Sign	YES	YES	YES	YES	YES
Backflow	YES	YES	YES	NO	NO
3 rd Party Rater	YES	YES	NO	NO	NO
Engineer of Record	YES	YES	NO	NO	NO

Note: Commercial Construction Trash Removers and/or Trash Haulers must register through the City of Frisco Environmental Services as provided in Amendment 02-01-04R to Resolution 9990616R. Contact Environmental Services at (972) 292-5900 or you can set up an account with the City of Frisco Utility Billing at (972) 292-5575.

For additional details or requirements, please see Contractor Registration Ordinance# 15-10-75. Located at <http://tx-frisco.civicplus.com/481/Most-Requested-Ordinances>.