



## CONTRACTOR REGISTRATION REQUIREMENTS

### GENERAL CONTRACTOR FOR :

Commercial: New Commercial Buildings, Alterations, Additions, Tenant Improvements, Shell, Commercial Swimming Pools, Foundation, Storm Water & Grading

Residential: New Residences, Additions, Alterations, Roofing, Window, Fence/Rockwalls, Retaining Walls, Residential Swimming Pools, Foundation, Storm Water & Grading

1. Assumed Name Certificate and/or Corporate Documents if applicable
2. Contractor Registration Application
3. Certificate of Insurance (GL) (Minimum \$100,000.00) (Certificate of Insurance must specify City of El Paso as the Certificate holder) **SEE \*NOTE\***
4. Blanket Building Construction Bond (\$50,000.00)

\$100 Annual Fee + Tech Fee

BARRICADE	ENG GENERAL CONTRACTOR (PAVEMENT CUTS)	ENG UTILITY CONTRACTOR
<ol style="list-style-type: none"> <li>1. Assumed Name Certificate and/or Corporate Documents if applicable</li> <li>2. Contractor Registration Application</li> <li>3. Certificate of Insurance (GL) (Minimum \$250,000.00) <b>SEE *NOTE*</b></li> <li>4. Blanket Building Construction Bond (\$50,000.00)</li> </ol> <p style="text-align: right;">\$100 Annual Fee + Tech Fee</p>	<ol style="list-style-type: none"> <li>1. Assumed Name Certificate and/or Corporate Documents if applicable</li> <li>2. Contractor Registration Application</li> <li>3. Certificate of Insurance (GL) (Minimum \$200,000.00) <b>SEE *NOTE*</b></li> <li>4. Blanket Building Construction Bond (\$10,000.00)</li> </ol> <p style="text-align: right;">\$100 Annual Fee + Tech Fee</p>	<ol style="list-style-type: none"> <li>1. Assumed Name Certificate and/or Corporate Documents if applicable</li> <li>2. Contractor Registration Application</li> <li>3. Certificate of Insurance (GL) (Minimum \$200,000.00) <b>SEE *NOTE*</b></li> <li>4. Blanket Building Construction Bond (\$10,000.00)</li> </ol> <p style="text-align: right;">\$100 Annual Fee + Tech Fee</p>

Blanket Building Construction Bond (\$10,000.00) can be submitted for the following :

- a) Irrigation installations, b) Site lighting & landscape installations, c) Temporary structure placement,
- d) Mobile placement permits, e) Temporary sign permits, f) Tents in excess of 200 square feet, g) Fences, h) Patch & paint permits
- i) Pavement cuts or excavation in the public right of way

**NOTE → \*** The minimum limits of general liability and coverage is \$250,000 for bodily injury liability, including death, for each person and \$500,000 in the aggregate and \$100,000 for property damage for each occurrence and \$100,000 in the aggregate.

\* Certificate of Insurance must specify City of El Paso as the Certificate holder

### ELECTRICAL, MECHANICAL, PLUMBING, IRRIGATION, & FIRE CONTRACTOR REQUIREMENTS:

<p><b>A. Electrical Contractor:</b></p> <ol style="list-style-type: none"> <li>1. Assumed Name Certificate and/or Corporate Documents if applicable</li> <li>2. Contractor Registration Application</li> <li>3. Electrical Contractor's License</li> <li>4.- Master Electrician State License</li> </ol> <p>NOTE: TDLR Master Electrician profile must reflect your business name on the TDLR website</p> <p style="text-align: right;">No Annual Fee</p>	<p><b>B. Mechanical Contractor:</b></p> <ol style="list-style-type: none"> <li>1. Assumed Name Certificate and/or Corporate Documents if applicable</li> <li>2. Contractor Registration Application</li> <li>3. Master Mechanical State License</li> </ol> <p>NOTE: TDLR Mechanical Master must reflect your business name on the TDLR website</p> <p style="text-align: right;">No Annual Fee</p>	<p><b>C. Plumbing Contractor:</b></p> <ol style="list-style-type: none"> <li>1. Assumed Name Certificate and/or Corporate Documents if applicable</li> <li>2. Contractor Registration Application</li> <li>3. Mater Plumbing License</li> </ol> <p>NOTE: The Plumbing board website must reflect your insurance expiration date and business name.</p> <p style="text-align: right;">No Annual Fee</p>
<p><b>D. Irrigation Contractor: 1.</b></p> <ol style="list-style-type: none"> <li>1. Assumed Name Certificate and/or Corporate Documents if applicable</li> <li>2. Contractor Registration Application</li> <li>3. State Irrigator's License</li> </ol> <p style="text-align: right;">\$100 Annual Fee + Tech Fee</p>	<p><b>E. Fire Contractor:</b></p> <ol style="list-style-type: none"> <li>1. Assumed Name Certificate and/or Corporate Documents if applicable</li> <li>2. Contractor Registration Application</li> <li>3a. State ACR (Alarm) License if applicable</li> <li>3b. State SCR (Sprinkler) License if applicable</li> <li>3c. State ECR (Extinguisher) License if applicable</li> </ol> <p style="text-align: right;">No Annual Fee</p>	

### SIGN CONTRACTORS & ELECTRICAL SIGN CONTRACTOR REQUIREMENTS:

<p><b>1.- Sign Contractor - Non Electrical</b></p> <ol style="list-style-type: none"> <li>1. Assumed Name Certificate and/or Corporate Documents if applicable</li> <li>2. Contractor Registration Application</li> <li>3. Certificate of Insurance (GL) (Minimum \$100,000.00) *</li> <li>4. Blanket Building Construction Bond (\$25,000.00)</li> </ol> <p style="text-align: right;">\$100 Annual Fee + Tech Fee</p>	<p><b>2. Large Sign Installer (Billboards)</b></p> <ol style="list-style-type: none"> <li>1. Assumed Name Certificate and/or Corporate Documents if applicable</li> <li>2. Contractor Registration Application</li> <li>3. Certificate of Insurance (GL) (Minimum \$100,000.00) *</li> <li>4. Blanket Building Construction Bond (\$50,000.00)</li> </ol> <p style="text-align: right;">\$607 Annual Fee + Tech Fee</p>	<p><b>3. Electrical Sign Contractor</b></p> <ol style="list-style-type: none"> <li>1. Assumed Name Certificate and/or Corporate Documents if applicable</li> <li>2. Contractor Registration Application</li> <li>3. Electrical Sign Contractor's License</li> <li>4.- Master Electrician State License</li> </ol> <p>NOTE: TDLR Master Electrician profile must reflect your business name on the TDLR website</p> <p style="text-align: right;">No Annual Fee</p>
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\*\*\*All documents submitted for registration shall reflect the name as registered with the County or Articles of Incorporation to include punctuation marks and all abbreviations\*\*\*

\* Certificate of Insurance must specify City of El Paso as the Certificate holder