



CONTRACTOR REGISTRATION REQUIREMENTS

GENERAL CONTRACTOR REQUIREMENTS FOR:

New Commercial & Tenant Improvements

New Residential, Additions, Alterations, and Roofing

1. Assumed Name Certificate and/or Corporate Documents if applicable
2. Contractor Registration Application (\$100.00 Annual Fee)
 - a) General liability insurance shall be required as a condition for procurement of a grading permit. However, liability insurance shall not be required for projects less than one acre in size. Procurement and maintenance of such liability insurance policy shall be the sole responsibility of the applicant.
 - b) The minimum limit of liability shall be \$300,000.00, combined, single limit. Such policy certificate shall provide that the insurance cannot be canceled, or the limit of coverage reduced without 30 days prior written notice to the Village Engineer.
3. Certificate of Insurance (GL) (Minimum \$100,000.00) *
4. Blanket Building Construction Bond (\$25,000.00) *

***Certificate of Insurance must specify Village of Vinton, Texas as the Certificate Holder and Bond**

The penalty for a Contractor caught working without a permit is double or triple fees.

For permit inquiries, status or to schedule a final inspection please email permits@vintontx.us

Office Use Only:	Application received on: _____	By: _____	Inspection date: _____
			Meets Zoning Requirements? YES NO
	License/Permit Issued on: _____		Inspector: _____
	By: _____	License/Permit # _____	

Created 12/2025



CONTRACTOR REGISTRATION APPLICATION

Please select: ☐ New / ☐ Renewal

Date: _____

Type of Contractor: _____

Trade Contractor (Electrical/Plumbing/Mechanical) License Information: (If Applicable)

☐ Master License # _____ Expires: _____

☐ State License # _____

Master Information for all other trades: (If Applicable)

Name: _____ State License# _____
(Exactly as it appears on the Master's License issued by the State of Texas)

Business Information

Sole Proprietor ☐ Partnership ☐ Corporation ☐ LLC ☐ Other _____ ☐

Submit copy of the DBA Certificate, Articles of Incorporation and Bylaws to verify signing authority

Business Name: _____

Principal / Owner of Company: _____ Date of Birth _____

Business Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Email: _____

Number of years the company has been in existence: _____

Please note that on April 22, 2008, the U.S. Environmental Protection Agency (EPA) published a final regulation, the Lead-Based Paint Renovation, Repair and Painting (RRP) Rule, aimed at protecting the public from lead-based paint hazards associated with renovation, repair, and painting activities. The rule requires that firms performing renovation, repair, and painting projects that disturb lead-based paint in homes, childcare facilities and pre-schools built before 1978 have their firm certified by EPA, use certified renovators who are trained by EPA-approved training providers and follow lead-safe work practices. If you would like additional information regarding the RRP rule please ask a clerk for an information pamphlet which contains contact information for the EPA.