



Contractor Application for Registration

Choose Registration Type:

_____ General Contractor - \$125 _____ Irrigation - \$125 _____ Sign - \$125
_____ HVAC - \$0 _____ Plumbing - \$0 _____ Electric - \$0
_____ Electric Sign - \$0 _____ Electric Solar - \$0

Business Information

Name of Business: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Primary Email Address: _____

Office Phone Number: _____

Mobile Number: _____

Cell Phone Carrier: * _____
(*Required for text notifications regarding inspection results.)

State License Information (Electricians, Plumbers, HVAC, and Irrigation Contractors)

Name as it Appears on the State License: _____

State License Number: _____ Expr. Date of License: _____

Office Use Only

Registration #: _____ Date Received: _____

NOTE: To validate a permit, please contact our office for a Validation form; if the GC has already validated a trade and you are taking over for them, the GC must email our office to remove the current sub prior to our acceptance of a new Validation form.

Acknowledgment

I, the undersigned, will comply with all local ordinances and acknowledge that I am serving as the Contractor/Registration Holder as set out above. I agree to notify the Building Official in writing if I cease to serve as the contractor, either as a member of the firm or as a continuous employee supervising the work done under contract.

Applicant is (please circle one):

_____ Owner

_____ Agent for Owner

_____ License Holder

Print Name: _____

Signature: _____ **Date:** _____

Documentation Requirements for Registration: All registrations require proof of insurance (Roofing contractors must provide a Certificate of Insurance (COI) listing the City of Garland, 200 N Fifth St, Garland, TX 75040 as a Certificate Holder with minimum \$300,000 general liability)

1. **General Contractor Registration (includes Fencing, Concrete, etc):**
 - Copy of owner's or principal's driver's license.
2. **State Irrigation Contractor Registration:**
 - Copy of State Irrigators License and the license holder's driver's license. (Visit [TCEQ](#) for more information.)
3. **Sign Contractor Registration:**
 - Copy of the owner's or principal's driver's license.
4. **State Electrical Contractor Registration:**
 - Copy of State Contractor License, Master Electrician License, and Master's driver's license. (Visit [TDLR](#) for more information.)
5. **State HVAC Contractor Registration:**
 - Copy of State HVAC License and license holder's driver's license.
6. **State Plumbing Contractor Registration:**
 - Copy of State Plumbing Master License, State Insurance Coverage, and Master's driver's license.
7. **State Sign Electrician Registration:**
 - Copy of Master Sign Electrician License and Master's driver's license. This registration is in addition to registering as a sign contractor.

Thank you for your application! If you have any questions, please contact us at 972-205-2300 or at permits@garlandtx.gov. Note – Registrations are not accepted by email except Solar Contractors.