STAFF USE ONLY
License No. _____
Control No. _____

TOWN OF HAVERHILL

PERMITTING AND LICENSING DEPARTMENT

4585 Charlotte Street, Haverhill, Florida 33417 561-689-0370 FAX 561-689-4317

Contractor Registration

Pursuant to Section 16-1 Chapter 16 of the Town of Haverhill Code of Ordinances, any person who does not have their business operation located within the corporate limits of the Town of Haverhill but comes within the corporate limits of the Town to carry on, complete, perform or engage in any type of business, is hereby required to register with the Town of Haverhill by filling out a registration form. Such person must provide a copy of a valid occupational license issued by another municipality and/or a State/County license indicating that he possesses a valid permanent office and must provide proof of insurance.

Name Business: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Business Phone: _____Fax: _____

Owner Name: _____

Owner Address: _____

City: _____ State: _____ Zip: _____

Owner Phone: _____ Fax: _____

Certification Number(s): _____

Type of Business Performed: _____

In signing this application I hereby agree to abide by all Ordinances, Rules and Regulations pertaining to this subject, now or hereafter passed by the Town Council of the Town of Haverhill, or by any official empowered to issue such regulations.

_____ _____

Signature Date

……

OFFICE USE ONLY:

Date received _____ County # _____

Approved by _____ Date _____

Contractor Registration Checklist

Contractors that conduct business within the corporate limits of the Town of Haverhill must be registered with the Town. The following information will be required to register your company with the Town of Haverhill.

Copies of the following must be attached to the completed application:

1. County Business Tax Receipt for your business location.
2. Certificate of Competency (State and/or local certificates).
3. Certificate of Insurance showing general liability and workers' compensation
   NOTE: Town of Haverhill must be listed as the certificate holder.

NOTE: The Town of Haverhill does not send yearly renewal notices to contractors. It will be up to you to send us the required paperwork each year to keep your company current with the Town.

ALL CONTRACTOR LICENSE INFORMATION MUST BE CURRENT IN ORDER TO PULL BUILDING PERMITS OR TO REGISTER UNDER A PRIMARY PERMIT.