



## 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 (\$102.00 Annual Fee)
3. Certificate of Insurance (GL) (Minimum \$100,000.00) \*
4. Blanket Building Construction Bond (\$25,000.00) or
5. 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.

Building Official has the authority to require a bond in the amount of \$25,000.00 if the subject work exceeds \$10,000.00 in valuation.

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

**Contractor Registration Application** (\$102.00 Annual Fee) along with State License:

<b>A. Electrical Contractor:</b> 1. Electrical Contractor's License 2. Master Electrician State License 3. No Annual Fee	<b>B. Mechanical Contractor:</b> 1. Master Mechanical State License	<b>C. Plumbing Contractor:</b> 1. Master Plumber's State License 2. No Annual Fee
<b>D. Irrigation Contractor:</b> 1. State Irrigator's License	<b>E. Fire Contractor:</b> 1. State ACR (Alarm) License 2. State SCR (Sprinkler) License 3. State ECR (Extinguisher) License	

### SIGN CONTRACTORS & ELECTRICAL CONTACTOR REQUIREMENTS:

#### A. Sign Contractor License:

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|---------------------------|------------|----------------------------|
| 1. Sign Painting Only     | \$ 112.00  | Insurance & License        |
| 2. On/Off Premise Sign    | \$ 609.00  | Insurance, Bond, & License |
| 3. Inflatable Signs - B-3 | \$1,215.00 | Insurance, Bond, & License |
| 4. Inflatable Signs - B-4 | \$ 609.00  | Insurance, Bond, & License |

#### B. Electrical Sign Contractor Fee \$102.00 Master Sign Electrician License

All contractors must submit a list of the names of the persons who are authorized to pull permits for their company on the authorized list form included in the contractor registration packet.

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

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