



**CITY OF DECATUR, TEXAS**

1601 S. State Street  
Phone 940-393-0250\* email: development@decaturtx.org

**Contractor Registration**

Date Stamp: \_\_\_\_\_

*There is NO annual fee to register as a contractor with the City of Decatur.*

Type of Registration			
	Backflow Prevention Assembly Tester*		Irrigation Contractor*
	Certified Pool Operator		Mechanical Contractor*
	Demolition Contractor		Plumbing Contractor*
	Electrical Contractor*		Pool Contractor
	Energy Tester #		Roofing Contractor
	Fence Contractor		Sign Contractor
	Foundation Contractor		Sign Electrician Contractor*
	General Building Contractor		

**\*PLEASE PROVIDE A COPY OF YOUR STATE ISSUED LICENSE**

**Registration Information**

- Please provide required license and valid Government Issued Id at the time of registration
- Contractor registration is required annually per license
- Permits will not be issued if city registration and / or state license is not current
- Please notify our office of any change in address or telephone number
- All backflow testers are required to provide a current instrument calibration report
- Masters Contractor must provide below names of all persons authorized to pull permits
- It is the responsibility of the License Holder to notify the City if there are changes to their contractor registration, including but not limited to, persons authorized to pull permits under this registration

**Contractor's Company Information**

Company Name \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Business Phone \_\_\_\_\_ Fax \_\_\_\_\_

Contact Name \_\_\_\_\_ Email \_\_\_\_\_

**Master License Holder or General Contractor Information:**

Contractor Name \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_

**Persons authorized to pull permits under this Registration as the company's Authorized Agent(s):**

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

**SPECIAL NOTE:**

***The Master Contractor, the Contractor, or the Authorized Agent who is authorized to pull permits, must be the person who signs the permit application.***

Signature of License Holder/Contractor: \_\_\_\_\_ Date: \_\_\_\_\_



CITY OF DECATUR, TEXAS

# CONTRACTOR - REGISTRATION

**\* No Registration Fee (Effective 10/01/09)**

CONTRACTOR REGISTRATION REQUIREMENTS

CONTRACTOR TYPE	REGISTRATION REQUIREMENTS
<b>BACKFLOW</b>	<ol style="list-style-type: none"> <li>1. Annual signed contractors application by licensed contractor for trade applicable</li> <li>2. Color photo copy of applicant's valid Government Issued ID</li> <li>3. Photo copy of applicant's valid Backflow Testers license</li> <li>4. Copy of current instrument calibration report for all testing equipment</li> </ol>
<b>General Contractor &amp; Fence/Roof/ Foundation Demolition/Pool</b>	<ol style="list-style-type: none"> <li>1. Annual signed contractors application by contractor for trade applicable</li> <li>2. Color photo copy of applicant's valid Government Issued ID</li> </ol>
<b>ELECTRICAL</b>	<ol style="list-style-type: none"> <li>1. Annual signed contractors application by licensed contractor for trade applicable</li> <li>2. Color photo copy of applicant's valid Government Issued ID</li> <li>3. Photo copy of applicant's valid Master Electricians license</li> <li>4. Photo copy of applicant's valid Texas Electrical Contractors Certificate</li> </ol>
<b>ENERGY TESTER</b>	<ol style="list-style-type: none"> <li>1. Annual signed contractors application by licensed contractor for trade applicable</li> <li>2. Color photo copy of applicant's valid Government Issued ID</li> <li>3. Energy Tester #</li> </ol>
<b>IRRIGATION</b>	<ol style="list-style-type: none"> <li>1. Annual signed contractors application by licensed contractor for trade applicable</li> <li>2. Color photo copy of applicant's valid Government Issued ID</li> <li>3. Photo copy of applicant's valid Irrigators license</li> </ol>
<b>MECHANICAL (HVAC)</b>	<ol style="list-style-type: none"> <li>1. Annual signed contractors application by licensed contractor for trade applicable</li> <li>2. Color photo copy of applicant's valid Government Issued ID</li> <li>3. Photo copy of applicant's valid Master A/C &amp; Refrigeration license</li> </ol>
<b>PLUMBING</b>	<ol style="list-style-type: none"> <li>1. Annual signed contractors application by licensed contractor for trade applicable</li> <li>2. Color photo copy of applicant's valid Government Issued ID</li> <li>3. Photo copy of applicant's valid Master Plumbers license</li> </ol> <p><b>* Verify liability insurance on the TSBPE website EACH time a permit is pulled</b></p>
<b>POOL / SPA</b>	<ol style="list-style-type: none"> <li>1. Annual signed contractors application by licensed contractor for trade applicable</li> <li>2. Color photo copy of applicant's valid Government Issued ID</li> </ol>
<b>NON-ELECTRICAL SIGN</b>	<ol style="list-style-type: none"> <li>1. Annual signed contractors application by licensed contractor for trade applicable</li> <li>2. Color photo copy of applicant's valid Government Issued ID</li> </ol>
<b>ELECTRICAL SIGN</b>	<ol style="list-style-type: none"> <li>1. Annual signed contractors application by licensed contractor for trade applicable</li> <li>2. Color photo copy of applicant's valid Government Issued ID</li> <li>3. Photo copy of applicant's valid Master Sign Electricians license</li> <li>4. Photo copy of applicant's valid Texas ElectricialContractors Certificate</li> </ol>
<p>Property Owners may obtain certain types of permits if they provide Homestead Exemption Proof for the property the permit is being requested for; <b>AND</b> the property owner is doing the permitted work themselves.</p>	