

## **Contractor Registration Requirements**

- For contractor registration you must submit a color copy of your Driver's license and trade license (if applicable).
- A license holder is the person who holds the State License. This person is responsible for seeing that all work being performed follows the State and Local Adopted I-Codes and Ordinances.
- You must provide liability insurance.
- All general and trade/sub-contractors must be registered before starting work.
- All contractor registrations must be renewed June 30th of each year to continue to perform work in the City of Glenpool.
- If your registration expires during your project you will be asked to renew prior to receiving future inspections.
- If your registration requires a fee it must be paid prior to the approval of the registration or renewal.