

**2010-2011  
CONTRACTORS APPLICATION**

The undersigned Contracting Firm hereby applies to be placed on the "Acceptable Contractor's Register". This register is maintained by the City of Huntsville's Department of Community Development for the purposes of executing new construction and housing rehabilitation projects for Community Development

**SECTION I**

Business Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Business Address: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Description of service provided:

**SECTION II**

1. Are you currently a Holder of a State of Alabama General Contractor License? If yes, please provide you license number and date that it was issued. Yes                  No

License Number: \_\_\_\_\_ Date Issued: \_\_\_\_\_

2. Are you currently a Holder of a City of Huntsville Privilege License? Yes                  No

License Number: \_\_\_\_\_ Date Issued: \_\_\_\_\_

**SECTION III**

Please list the names, addresses and phone numbers of all owner, partners and stockholders.

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Phone number: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Phone number: \_\_\_\_\_

**SECTION IV**

Please list other Contracting Firm name (s) and addresses under which the principals have operated.

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

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

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

**SECTION V**

List two (2) references (banks can be included):

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Phone number: \_\_\_\_\_

Contact person: \_\_\_\_\_

Contact person: \_\_\_\_\_

Please provide names and addresses of all material dealers/creditors:

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

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

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

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

5. \_\_\_\_\_

**SECTION VI**

List three (3) recent customers for which you have done major structural work:

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

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

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

**SECTION VII**

**AGREEMENT**

The undersigned Contracting Firm agrees that in consideration for being placed on the "Acceptable Contractors Register". The Firm will comply with the following conditions on all work performed on property designated by and through the City of Huntsville Department of Community Development. The Firm must:

- Use contract forms previously approved by Community Development.
- Perform work in accordance with Community Development standards and applicable city codes. All properties are subject to inspections by Community Development's Code Enforcement sector and the City of Huntsville Inspection Department.
- Have adequate and the appropriate insurance required to perform the duties of a contractor.
- Abide by all Equal Opportunity Provisions.

**SECTION IV**

**CERTIFICATION**

I hereby certify that the information given in this application is complete, factual and that no unfavorable information has been withheld and that the firm is a holder of a current/ valid City of Huntsville and/or State of Alabama general contractor's license.

\_\_\_\_\_  
Firm

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

FOR COMMUNITY DEVELOPMENT DIVISION USE ONLY

CREDIT REPORT

Date Ordered: \_\_\_\_\_

Date Receive: \_\_\_\_\_

- Favorable
- Unfavorable
- Recommend Approval
- Acceptable
- Unacceptable
- Do not Recommend Approval

City OF HUNTSVILLE  
 COMMUNITY DEVELOPMENT DIVISION  
 CONTRACTOR APPLICAIOTN

EXCERPTS FORM HUNTSVILLE CITY CODE OF ORDINANCES

**DEFINITION:**

**General Contractor:** A general contractor is defined as one who, for a fixed price, commission, fee or wage, is engaged in the business of the construction, erection, alteration, repair or demolition of buildings or structures.

**LICENSE AND INSURANCE REQUIREMENTS**

**License:**

It shall be the duty of every contractor, builder, electrical contractor, plumbing contractor, gas contractor, specialty contractor and mechanical contractor, who shall made contracts for the erection or construction or alteration or repair of building, or builder asking such contracts and subletting the same, or any part thereof, to pay a license tax as provided in the general license ordinance, and to register his name in a book provided for that purpose with the inspection department, giving full name, residence and place of business, and incase of removal from on place to another in the city, to have made corresponding changes in said register accordingly. (Code 1962, § 20- 13; ORD. NO. 70- 153, § 6- 4. 8-27-70; ORD. NO. 71- 140, § 6-4, 6- 10-71; ORD. No. 78- 73, 2- 3 -78.)

**Insurance:**

(A) Any person engaged as a contractor shall be covered by a public liability insurance policy to include the coverage known as manufacturers and contractor’s liability and products and completed operations, issued by a solvent insurance company, licensed to do business in the State and City, which said policy shall be subject to the following minimum limitations:

(B) For every contractor, the policy shall provide a minimum coverage for all damages arising out of the bodily injury to any one person of two hundred thousand dollars (\$200,000.00) and bodily injury in any one accident with an aggregate amount of two hundred thousand dollars (\$200,000.00). This policy shall provide minimum coverage for all damages to the property of others of two hundred thousand dollars (\$200,000.00) arising out of any one accident with an aggregate amount of two hundred thousand dollars (\$200,000.00). The minimum coverage for one occurrence must be two hundred thousand dollars (\$ 200,000.00). These limits apply to both public liability and completed operations.

(C) Such policy shall include an endorsement acceptable to the City of Huntsville providing for ten (10) days prior written notification to the City of Huntsville Inspection Department of a material change or cancellation of such policy. A certificate of insurance signed by the authorized agent of the company shall be filed with the City of Huntsville Inspection Department and shall remain on file.

(D) Upon failure or refusal to comply with the provisions of this section, the license of such person to engage in business in the city shall ipso facto be revoked. (Ord. No. 98-629, A (7-6), 9-10-1998)

I hereby certify that the firm has complied and is in compliance with the above requirements as they pertain to license and insurance provisions of the Huntsville City Code of Ordinance.

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Housing Rehab Manager