

# VOLUSIA COUNTY CONTRACTOR REGISTRATION / LISTING APPLICATION

For contractors authorized per Florida Statute 489 Parts I & II and Volusia County Ordinance Ch.22

License holder name: \_\_\_\_\_

Company name: \_\_\_\_\_

State License number: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Bus. ph: (\_\_\_\_\_) \_\_\_\_\_ Cell ph: (\_\_\_\_\_) \_\_\_\_\_ Bus. fax: (\_\_\_\_\_) \_\_\_\_\_

Primary e-mail address: \_\_\_\_\_ (ONLY ONE VALID EMAIL PLEASE)

**(This e-mail is used to send important contractor registration information and notifications.)**

## REGISTRATION REQUIREMENTS:

- Current copy of State License
- Certificate of general liability insurance and worker's compensation (or worker's compensation exemption certificate).
- The company name on the insurance certificate must match the State License. Insurance holder **must be**: County of Volusia - Contractor Licensing - 123 W. Indiana Av., DeLand, FL 32720

## VOLUSIA COUNTY LICENSING PROGRAM:

Registration in the *Volusia County Licensing Program* \* includes the following services: apply for permits online, check status of permit applications, make payments, and schedule inspections. The online registration service expires annually on September 30<sup>th</sup>.

If you wish to be registered please initial here: \_\_\_\_\_

Once the invoice is created, it will be emailed along with payment instructions.

**Certified contractor may decline participation in the Volusia County Contractor Licensing Program and choose not to register:** if you choose to decline this participation, proof of licensure and insurance will be required for each permit application. This would also apply to contractors working in the cities that have elected, by interlocal agreements, to allow Volusia County to administer their contractor licensing program.

If you decline this participation please initial here: \_\_\_\_\_

Please submit this form with all the required documents by email to: [contractorlicensing@volusia.org](mailto:contractorlicensing@volusia.org)

or by fax to 386-740-5215 or in our office located at 123 W. Indiana Av., DeLand FL 32720 Room 203.

\* The Cities of Daytona Beach, Daytona Beach Shores, DeBary, DeLand, Deltona, Edgewater, Holly Hill, Lake Helen, New Smyrna Beach, Oak Hill, Orange City, Ormond Beach, Ponce Inlet, Port Orange, and South Daytona participate by interlocal agreement in the Volusia County Contractor Licensing Program. **Registration includes all cities listed above.**

**\*\*PLEASE ALLOW 2/3 BUSINESS DAYS FOR PROCESSING\*\***