



# City of Mont Belvieu

## Contractor Registration Application

1607 Eagle Drive, P.O. Box 1048, Mont Belvieu, TX 77523

**In order to register to do work in the City of Mont Belvieu, the following information must be provided:**

1. Completed Contractor Registration Form.
2. Proof of Insurance stating the City of Mont Belvieu as certificate holder.
3. Copy of State issued Masters or equivalent License (when applicable).
4. Copy of state issued Drivers License.

**\*\*Registration must be renewed annually and must be emailed to [Permits@montbelvieu.net](mailto:Permits@montbelvieu.net) \*\***

Each of these items must be provided, approved, and entered into our records before any work may be permitted or commenced in the City of Mont Belvieu. Working without a permit is subject to a \$250 fine.

Type of Contractor	State License Required	License #
<input type="checkbox"/> General Contractor/Builder Roofing Contractor Sign Contractor Site Prep Contractor Swimming Pool Contractor Other:	Mechanical Contractor	_____
	Electrical Contractor	_____
	Plumbing Contractor	_____
	Irrigation Installer	_____
	Fire Protection	_____
		_____

Company Name	Persons Authorized to Obtain Permits in the Company Name:	
Business Address: (physical address)	Name	_____
City, State, Zip:	Email	_____
Mailing Address: (if different from physical)	Phone	_____
City, State, Zip:	Job Title	_____
Work Phone:	Name	_____
Mobile Phone:	Email	_____
E-Mail:	Phone	_____
	Job Title	_____

The information submitted for this contractor's registration is true and accurate to the best of my knowledge. I Understand that permits are required to be issued prior to commencement of any and all construction work, and that periodic inspections must be requested for by myself or my staff, to be performed by the Building Department, particularly prior to performing any work that will cover or obscure previous work, and that permission to cover work will always be given in writing. The city reserves the right to hold or deny permits to contractors who fail to complete and obtain finals for each permit issued under their registration. Further the city may fine or suspend the registration of any contractor who fails to comply with applicable city, state, or federal codes and regulations. If Citations are issued for violations, the city is obligated to contact any applicable licensing board.

Signature: \_\_\_\_\_

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

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

Title: \_\_\_\_\_

D.L. # \_\_\_\_\_