COMMUNITY DEVELOPMENT

Annual Contractor Registration Application

DATE RECEIVED

PERMIT NUMBER

Please complete this form and provide the required documents (listed below) to be added to the City of Brandon registered contractor's database. Completed forms can be submitted in person at the Office of Community Development, located at City Hall, 1000 Municipal Drive, Brandon, Mississippi, or mailed to P.O. Box 1539, Brandon, MS 39043.

Registration Types: The City of Brandon requires that the following types of contractors/trades be registered before a permit can be issued. Check all that apply:

$25 Registration Fee Applies to Each	
☐ General Contractor	☐ Residential Builder
☐ Mechanical Contractor	☐ Remodeler
☐ Electrical Contractor	☐ Swimming Pool Contractor
☐ Plumbing & Gas Contractor	☐ Sign Installation Company
☐ Roofing Contractor	☐ Other: _____

Documents Required:

- ☐ Completed Annual Registration Form
- ☐ Annual Registration Fee of $25.00 payable to the City of Brandon
- ☐ Copy of Mississippi Certificate of Responsibility or a valid license issued by the State of Mississippi
- ☐ Declaration Page of the General Liability Policy
- ☐ Performance Bond in the account of $5,000.00 payable to the City of Brandon, conditioned upon such contractor complying with all ordinances and regulations of the city and the statutes of the state

Authorized Signers: To add authorized signers to your registration, provide either one of the following: (1) Submit a written request, signed and dated by the license holder on company letterhead, indicating the name of each person who has permission to pull permits using the company name; (2) In place of the letter, complete the section below for authorized uses, sign and date.

Contractor Business Name	License Holder's Name	
Office Telephone	Cell Phone	Email Address
Physical Address City State Zip Code	Mailing Address City State Zip Code	
General License Number	Issued By	Expiration Date
Liability Insurance Policy Number	Issued By	Expiration Date
Bond Number	Issued By	Expiration Date
Additional persons who are authorized to pull permits under this registration:		
1.	2.	3.