



Permit Rep Initials \_\_\_\_\_  
Date Processed \_\_\_\_\_

**CONTRACTOR REGISTRATION\***

Phone: (239) 321-7925 ~ E-Mail: [e-permits@cityftmyers.com](mailto:e-permits@cityftmyers.com)  
1825 Hendry Street, Suite 101, Fort Myers, FL 33901

Please complete this form and submit to the Building Division with the applicable supporting documents

QUALIFIER NAME: _____ (per State/Local License)	COMPANY NAME: _____ (per State/Local License)
MAILING ADDRESS: _____	
CITY: _____	STATE: _____ ZIP: _____
PHONE: _____	FAX: _____ EMAIL: _____

**Contractor MUST provide copies of the following:**

**INSURANCE CERTIFICATES**

- General Liability Certificate w/ City of Fort Myers as Certificate Holder (Right of Way and Utility Connection work requires the City of Fort Myers must be listed as Additional Insured on this certificate).
- Workers Compensation Certificate w/ City of Fort Myers as Certificate Holder OR Workers Compensation Exemption from State of Florida (copy of application and/or payment will not be accepted as proof of exemption)

**LICENSE(S)**

- Local Licensed / Specialty Contractors must provide copies of the following:

1. Lee Co. Competency Card, LICENSE # \_\_\_\_\_

- State Registered Contractors must provide copies of the following:

1. Lee Co. Competency Card, LICENSE # \_\_\_\_\_

AND

2. State of Florida License, LICENSE # \_\_\_\_\_

- State Certified Contractors must provide copies of the following:

1. State of Florida License, LICENSE # \_\_\_\_\_

**CONTRACTOR SIGNATURE \_\_\_\_\_**

STATE OF \_\_\_\_, COUNTY OF \_\_\_\_, SWORN TO (OR AFFIRMED) AND SUBSCRIBED BEFORE ME BY MEANS OF \_\_ PHYSICAL PRESENCE  
OR \_\_ ONLINE NOTARIZATION THIS \_\_ DAY OF \_\_\_\_, \_\_\_\_, BY \_\_\_\_\_ (NAME OF PERSON  
MAKING STATEMENT), PERSONALLY KNOWN \_\_ OR PRODUCED IDENTIFICATION \_\_ TYPE OF IDENTIFICATION: \_\_\_\_\_

SIGNATURE OF NOTARY PUBLIC

Stamp of Notary Public

\*This form is required for any contractor wishing to secure a permit within the City of Fort Myers. The form must be signed by the license holder/qualifier and must be notarized; NO exceptions. The completed form, and all supplemental documentation, must be received prior any permits being issued. A new form will only be required to update/change any contact information or license number(s).