



# PLANNING AND DEVELOPMENT SERVICES

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PDS	Document Number
	#302

Permit #: \_\_\_\_\_

## Contractor Registration Declaration Form

As of January 1<sup>ST</sup>, 2006 Idaho State Statute 54-5209 requires that:

“No building inspector or such other authority of any county, municipality or district charged with the duty of issuing building permits or other permits for construction of any type shall issue any permit without first requesting presentment of an Idaho contractor’s registration number. Such registration number presented shall be conspicuously entered on the face of a permit so issued; provided however, a permit may be issued to a person otherwise exempt from the provisions of this chapter provided such permit shall conspicuously contain the phrase ‘no contractor registration provided’ on the face of such permit.”

To comply with this state statute, Planning & Development Services requires a registration number be supplied with the permit application. A permit application is incomplete without this information and cannot be processed until a registration number is provided, or the permit applicant declares themselves to be exempt per the exemptions listed in Idaho State 54-5205. Please complete the following addendum and submit it with the standard building permit application.

**I certify that:**

- \_\_\_\_\_ is my Contractor Registration Number issued by the State of Idaho as required by Chapter 52, Title 54 of the Idaho State Code and that such registration is current as of today.
- I am not providing a contractor registration number because I am exempt per Idaho State Code 54-5205.

I understand that acting in the capacity of a contractor within the meaning of Idaho State Code Chapter 52 Title 54 without a current registration with the Idaho Division of Occupational and Professional Licenses or without being exempt as defined in 54-5205 is a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000) or by imprisonment in the county jail for a term not to exceed six months, or by both such fine and imprisonment, at the discretion of the applicable court.

\_\_\_\_\_  
Name (Please print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company Name (If Applicable)

\_\_\_\_\_  
Date

List primary contact for emailed Inspection Results (additional contacts can be added by request):

\_\_\_\_\_  
Name

\_\_\_\_\_  
Email

\_\_\_\_\_  
Phone Number