



Converse Building Department
406 South Seguin Street, Converse Texas 78109
210-658-8285
210-659-3557 Fax
www.conversetx.net

APPLICATION FOR LICENSE
GENERAL CONTRACTOR

*** A SURETY BOND OF FIVE THOUSAND DOLLARS (\$5,000.00) PAYABLE TO THE CITY OF CONVERSE MUST BE SUBMITTED PRIOR TO LICENSE APPROVAL.**

REGISTRATION TYPE (CHECK ONE): INITIAL REGISTRATION _____ RENEWAL REGISTRATION _____

*INITIAL REGISTRATION FEE: \$75.00; RENEWAL FEE: \$50 PER YEAR

REGISTRATION HOLDER TYPE (CHECK ONE): INDIVIDUAL _____ FIRM _____ CORPORATE _____

CONTRACTOR TYPE: BUILDING _____ ROOFING _____ FENCE SIDING _____ OTHER _____

BUSINESS NAME: _____

BUSINESS PHONE: _____

BUSINESS ADDRESS: _____

CITY _____ STATE _____ ZIP _____

HOW LONG HAVE YOU BEEN IN BUSINESS? _____

EMAIL _____

REGISTRATION HOLDER FULL NAME: _____

CITY _____ STATE _____ ZIP _____

TEXAS DRIVERS LICENSE #: _____ DATE OF BIRTH: _____

HAVE YOU OR ANY PARTNER OF THIS PARTNERSHIP OR OFFICER OR DIRECTOR OF THIS CORPORATION EVER BEEN ARRESTED OR CONVICTED OF A FELONY OR MISDEMEANOR INVOLVING MORAL TURPITUDE?

NO ___ YES ___ IF YES PLEASE EXPLAIN _____



CITY OF

AUTHORIZED AGENTS: If any person(s) other than registration holder are going to obtain permits under that registration number assigned as part of this application, then attach:

- Submit a letter of authorization on company letterhead or use attached form, listing individual(s) authorized to act as an agent of the registration holder. All letters must be signed by the registration holder. Any changes in the list of individuals authorized as agents of the registration holder must be resubmitted.

SURETY BOND REQUIRED

This page is information only provided by the City of Converse Ordinance

Sec. 8-101. - Required; registration of license.

In addition to filing an application for and receiving a permit from the building department for each project undertaken, any person contracted in home improvement, general contracting, heating/air conditioning, plumbing and electrical business shall have a license from the City of Converse, a Texas municipality, or from the state authorizing them to perform such work.

(Ord. No. 620, § III, 1-20-2004; Ord. No. 620, §§ III, V(J), 8-25-2009; Ord. No. 620, § III, 1-4-2011)

Sec. 8-102. - Surety bonds.

- (a) In addition to filing the permit application discussed above, any person contracted in the home improvement business or general contracting business shall file a surety bond. A properly executed surety bond, issued and validated by a company duly authorized to do business in the State of Texas, in the amount of **\$5,000.00** shall be placed on file at the building department office.
- (b) This bond shall assure the faithful performance of all work contracted in strict compliance with the terms, requirements and provisions of the applicable codes adopted by this ordinance. Further, the bond shall assure that the contractor shall, without additional cost to the person, firm or corporation for which such contract work is done, correct any defect due to the faulty workmanship, materials, or noncompliance with the provisions of the applicable code. Such corrections shall be accomplished within 72 hours after receipt of notification by the building official.
- (c) The company issuing the surety bond shall include a provision in the surety bond for notification of surety cancellation or reduction in the amount of surety. Such notification shall be given in writing to the building department and shall become effective at 12:00 p.m. after five consecutive working days of receipt by the building department of such notification of cancellation or reduction in the amount of the surety bond. No permit shall be issued to the principal (contractor) until such time as the surety bond has been revalidated to the amount stated above.
- (d) All surety bonds shall terminate one year from date of issue.