



**BUSINESS LICENSE APPLICATION**  
 (General Contractor, Sub-Contractor, Specialty, Signage)  
 For Fiscal Year July 1, 2024 to June 30, 2025  
 Renewable Each Fiscal Year  
**\$20.00**

ACCOUNT NUMBER: \_\_\_\_\_

**REQUIRED DOCUMENTS:** (1) WV Contractor License, (2) Liability Insurance Certificate, (3) Workers Comp Certificate, (4) Master or Journeyman Electrician License (if applicable), (5) Refrigeration Certificate (if applicable).

**Business Information**

BUSINESS NAME: \_\_\_\_\_

LEGAL BUSINESS NAME: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

ADDRESS OF BUSINESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

BUSINESS PHONE NUMBER: \_\_\_\_\_ CELL NUMBER: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

Federal Tax ID No. or S.S.N.: \_\_\_\_\_

WV STATE CONTRACTOR #: \_\_\_\_\_

Type of Business Ownership			
Sole Proprietor ( )	Partnership ( )	LLC ( )	Corporation ( )

Type of License Applying For			
General Contractor ( )	Electrical ( )	Handyman ( )	HVAC ( )
Low Voltage ( )	Plumbing ( )	Specialty ( )	

Business and Occupation Taxes Filing Preference	
Quarterly ( )	Annually ( )

By checking this box, you agree that you are Worker's Compensation Exempt.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date \_\_\_\_\_

Collected \$ \_\_\_\_\_ Cash/CC/M.O./Check # \_\_\_\_\_ Collected By/Date \_\_\_\_\_