

2021-2022 Contractor Checklist

City of Chillicothe, Missouri

Please submit the following information to the City Clerk's Office at City Hall for your contractor's license for the 2021-2022 year.

- Certificate of Insurance for Worker's Compensation Coverage or an Affidavit of Exemption from Worker's Compensation Coverage; said affidavit to be in a form acceptable to the City Clerk.
- Certificate of Insurance for General Liability coverage with the City names as a Certificate Holder in the minimum amount of \$300,000.00 per occurrence and \$600,000.00 per aggregate.
- A signed affidavit (see attached) stating that you do not owe the City of Chillicothe, Missouri any back taxes, fines or fees.
- Copy of person(s) identification card applying for the license.
- The fee(s) for the Contractor's License is \$50.00 cash or check per license.
The fee(s) will only be accepted upon receipt of all the above.

If you have any questions concerning the above requirements or any questions regarding your contractor's license, please do not hesitate to contact me at 660-646-1877.

Respectfully,

Rozanne (Roze) Frampton
Chillicothe City Clerk
715 Washington Street
Chillicothe, Missouri 64601
660-646-1877
660-646-6811 (fax)
cityclerk@chillicothe-city.org

APPLICATION FOR CLASS A (Building)
CONTRACTORS LICENSE
CHILLICOTHE, MO

Date _____
Fee \$50 cash ___ck#___
Receipt # _____
License# _____

Applicant _____ Firm Name _____
Address _____ Address _____
City _____ City _____
Email _____ Phone _____

1. Years of experience in building _____.
2. Have you passed the building exam given by the City of Chillicothe? _____
3. Were you licensed in Chillicothe last year? _____
4. Do you have a copy of the adopted International building code and the International Residential code? _____
5. Have you provided a Certificate of Insurance for General Liability coverage with the City Clerk? _____
6. Have you provided a Certificate of Insurance for Workers' Compensation coverage or an Affidavit of Exemption from Worker's Compensation coverage with the City Clerk? _____ RSMo 287.061
7. Have you provided a signed affidavit stating that you do not owe the City of Chillicothe, Missouri any back taxes, fines or fees? _____.

I _____ HEREBY CERTIFY and DECLARE, under the penalties of perjury that the statements made above are true and correct to the best of my knowledge and belief and agree to comply with the adopted codes of the City of Chillicothe. IN WITNESS THEREOF, I set my hand this _____ day of _____, 20____.

STATE OF _____
Applicant Signature _____

COUNTY OF _____

On this _____ day of _____, 20____, before me personally appeared _____, to be known to be the person who acknowledged purpose therein mentioned. IN WITNESS WHEREOF, I have hereunto set my hand and official seal at my office in the City of Chillicothe, the day and year first above written.

Commission Expires _____
Notary Public _____

Rozanne (Roze) Frampton, City Clerk
715 Washington Street
Chillicothe, Missouri 64601

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NOTICE

Each person desiring to hold a contractor's license in the City of Chillicothe, Missouri is reminded that City Ordinance 2012-07 provides that "no license shall be issued to any applicant under this Chapter until all obligations owed to the City including, real and personal property taxes, utility fees, permit fees, inspection fees, or other financial obligations of the applicant to the city which are delinquent are paid or satisfied".

AFFIDAVIT

I hereby declare that I am in good standing with the City of Chillicothe, Missouri and do not have any delinquent financial obligations due to the City.

Company Name

Applicant Signature

Date

