

Development Services

2725 Judge Fran Jamieson Way, A114 Viera, Florida 32940 Ph: 321-633-2058

Email: Building.Licensing@BrevardFL.gov

2024-2026 State Certified Contractor Registration

This notarized form and required documents are to be emailed in pdf format to Building.Licensing@BrevardFL.gov

The Susmess name / Honoras name				
The business name / fictitious name	must match the business	name as licensed.		
Complete Business Name as License	ed (Please include the fictit	ious name/dba if appli	cable)	
Business Information:				
State Certified License Number	Licen	License Holder Direct Phone Number *Required		
License Holder First Name	Last i	Last Name		

Required Documentation:

All required documents must be approved prior to permit issuance or online account activation. If documents expire, permits will be delayed until current documentation is approved. Submit updates to Building.Licensing@BrevardFL.gov.

Copy of State Certified License (actual certificate, not a summary from the state website)

Copy of <u>Business Tax Receipt</u> from the County/Municipality where your business is located If located in Brevard County, a Brevard County Business Tax Receipt is required

Copy of Valid Driver's License for the License Holder

Certificate of Workers Compensation Exemption (if applicable)

Certificates of Insurance:

General Liability Insurance

Workers Compensation Insurance (Required if you have employees)

Insurance Requirements:

Certificates are required to be emailed to the County by the insurance agency only.

Longshore Insurance is required if you are an employer with employees working on marine construction projects.

Certificate Holder: Brevard County Licensing Regulation & Enforcement 2725 Judge Fran Jamieson Way, A-114 Viera, FL 32940

Verify License Status:

Once you have submitted your application, you can confirm it has been processed by visiting our website http://web.brevardcounty.us/LicensedContractorSearch.

Online Permitting Authorization:

Note: If you are already an approved online user and there are no changes needed, this section is not required. If any changes to authorized users occur, a new form will be required.

It is the license holder's responsibility to monitor and maintain the following account information.

Establish your online account:

- 1. Create Primary License Holder Online Permit Account at http://www.brevardfl.gov/BASS
- 2. Create Additional Authorized Online Permit Account(s) (if applicable)

Primary License Holder Email Address		
The license holder is required to create an online per	mitting account prior to additional user account approval.	
List authorized users who will be approved to permit	t on behalf of the company:	
Authorized User First & Last Name	Jser First & Last Name Email Address	
Authorized User First & Last Name	Email Address	
I further understand that if I hire or lease any employe	or all work that I have contracted or permitted in Brevard County. ees that I must submit a Certificate of Workers Compensation y be requested to provide subcontractor information. Hired	
Signature of License Holder (no signature stamps)		
State of		
County of		
Subscribed and sworn to before me, by means of []	physical presence or [] online notarization, this day	
of , 20 , personally a	, 20 , personally appeared ,	
who is [] personally known to me or [] produced	as identification and did	
not take an oath.		
Notary Public Signature	– Seal	