



CONTRACTOR REGISTRATION INFORMATION

General Contractor:

Please send a letter head with your current address, phone, and email.

Your registration is good for 1 year from the date you register.

**Except for work by a person on his or her own residence, no work shall be performed in the town except by or under the supervision of a person currently registered with the town. There is an initial fee of \$50.00. The renewal charge after initial registration shall be \$25.00. (1998 Code, sec. 40.01)*

Plumbing, Fire Alarm, Fire Sprinkler Suppression, Fire Extinguisher, and Access Control:

Plumbers: Please send a copy of your Masters license, Insurance, and your current address, phone, and email.

**Except for work by a person on his or her own residence, no plumbing work shall be performed in the town except by or under the supervision of a person currently registered with the town. Registration shall only be available to a master plumber licensed by the state under V.T.C.A., Occupations Code, chapter 1301. Such registration shall be valid until the date of expiration on the master's license. Registration shall be available upon furnishing of a copy of the applicant's state license to the building official. There is no fee for registration as well as renewal for plumbers in the State of Texas (1998 Code, sec. 40.02)*

Fire: Please send a copy of your current SCR, ACR, ECR

Access Control: Texas Department of Public Safety Security Consultant

Plumbers: your registration is good until your Master's license expires

Fire: your registration is good until the date of expiration of your certificate up to one year

Access Control: your registration is good until the date of expiration of your certificate up to one year

Mechanical:

Please send a copy of your Masters license, Insurance, and your current address, phone, and email.

Your registration is good until your Master's license expires

**No person shall engage in the business of air conditioning or refrigeration contracting in the town unless he holds a current license from the state pursuant to V.T.C.A., Occupations Code, chapter 1302 and is currently registered with the town. Such registration shall be valid until the date of expiration on the master's license and is available upon payment of a fee of \$50.00 and upon furnishing of a copy of the state license to the building official. The renewal charge after initial registration shall be \$25.00. (1998 Code, sec. 40.04)*

Electric:

Please send a copy of your Masters license, Insurance, and your current address, phone, and email.

Your registration is good until your Master's license expires

**No person shall perform electrical work as defined in the electrical code of the town unless such person holds a current valid license to perform such work issued by the state and is currently registered with the town. Such registration shall be valid until the date of expiration on the master's license and is available upon payment of a fee of \$50.00 upon furnishing a copy of a current state license to the building official. The renewal charge after initial registration shall be \$25.00. (1998 Code, sec. 40.05)*

Irrigation:

Please send a copy of your Irrigation license and your current address, phone, and email.

Your registration is good for one year according to the date on your Irrigation license

**Except for work by a person on his or her own residence, no sprinkler system or irrigation work shall be performed in the town except by or under the supervision of a person currently registered with the town. Registration shall only be available to a person holding a current license for such work from the state. Such registration shall be valid until the date of expiration on the Texas State license and shall be available upon payment of a fee of \$50.00 to the building official. The renewal charge after initial registration shall be \$25.00. (1998 Code, sec. 40.03)*

Once we have received your information, it can take up to 2-3 business days to process. We will then contact you by phone or email for payment. We accept the following payments over the phone:



Visa, MasterCard, Discover *****There is a 3% transaction fee added to your total when using a credit/debit card. *****

REVISED 01/26/2017