



City of Pompano Beach
Department of Development Services
Business Tax Receipt Division

Contractor Record Maintenance

100 W. Atlantic Blvd Pompano Beach, FL 33060
Phone: 954.786.4668 / 954.786.4633 Fax: 954.786.4666

NO PERMIT WILL BE ISSUED WITHOUT THE COMPLETION AND APPROVAL OF THIS APPLICATION.

Business name

Business address

City Zip

Email

Business phone Number of Employees

Qualifier's name

Home address

City Zip

Email

Home phone

If you hold a Broward County Competency Card, the following items must be submitted:

- A copy of your Broward County Certificate of Competency and State Registration (if applicable) (FS 489.115)
A copy of your Broward County Business Tax Receipt (County Ordinance 20.15)
A copy of your Liability and Worker's Comp Insurance, the City of Pompano Beach must be the certificate holder (City of Pompano Beach, P.O. Drawer 1300, Pompano Beach, FL 33061) (FS 489.114 and FS 489.115)
A copy of your Worker's Comp Exemption (if applicable) (FS 440.10)

If you hold a State Certification, the following items must be submitted:

- A copy of your State Certification (FS 489.115)
A copy of the applicable County Business Tax Receipt where business is located (City Ordinance 111.03)
A copy of your Liability and Worker's Comp Insurance, the City of Pompano Beach must be the certificate holder (City of Pompano Beach, P.O. Drawer 1300, Pompano Beach, FL 33061) (FS 489.114 and FS 489.115)
A copy of your Worker's Comp Exemption (if applicable) (FS 440.10)

NOTE: For more than one qualifier, please complete one form for each qualifier.

There is a \$20 annual record maintenance fee for each competency card or state license. Contractor Record Maintenance is a service the City provides for you to place your credentials on file. This will allow you to pull permits with the City without having to produce your ORIGINAL credentials each time you apply for a permit (City Ordinance 111.03).