



Flagler County

Board of County Commissioners

Building Department
Contractor Licensing



1769 East Moody Boulevard, Suite 104 • Bunnell, Florida 32110 • (386) 313-4003 • fax: (386) 313-4103 • www.FlaglerCounty.org

FLAGLER COUNTY RECIPROCIITY APPLICANT INFORMATION

Reciprocity in Flagler County may be granted to persons already licensed as contractors in many other Florida jurisdictions. Such applicants shall provide an original letter from the licensing official in the jurisdiction where their examination was administered. Details of the date of examination, type, grade, class of contracting and any disciplinary actions shall be included in the letter. No reciprocity shall be accorded to applicants who have not passed an acceptable written examination and received a score of 75% or higher. Business & Law knowledge via test or course completion must be included to legally contract with the general public.

1. Request letter of reciprocity from the jurisdiction in which you took your trade examination. Letter must be mailed, faxed or emailed to Flagler County.
2. Complete application.
All blanks must be filled in and completed to prevent application being returned for completion. Your picture must be attached to the application; copy of your driver's license is not acceptable.
3. Return with fees.
All Trades Application Fee \$50.00
Active License Fee \$100.00 or Inactive License Fee \$30.00

STATE REGISTERED TRADES (CLASS I)

(General, Building, Res. Contractors, Master Electrical, Plumbing, Heat A/C, and Mech. Swimming Pool, Roofing, Utilities, Solar, etc.)

**All Active license applicants must provide current State Registration, Liability, Workers Compensation or Exemption and Qualifying Business (QB) and Corporation documents when applicable.

SPECIALTY STRUCTURAL TRADES (CLASS II)

**All Active license applicants must provide Liability and Workers Compensation or Exemption and Corporation documents when applicable.

Questions, call Flagler County Contractor Licensing Dept., (386) 313-4003.

INSURANCE CERTIFICATES MAY BE FAXED TO: 386-313-4103

MADE OUT TO: *Flagler County Building Department/Contractor Licensing
1769 East Moody Blvd. Ste. 104
Bunnell, Florida 32110*

REFERENCES: List three persons, (not relatives) with definite knowledge of your trade qualifications.

<u>Full Name</u>	<u>Business or Home Address</u>	<u>Occupation/Business</u>
1.		
2.		
3.		

Have you ever been convicted of any crime, adjudged bankrupt or insane, refused a fidelity bond or been refused a contractors license or had one revoked? No Yes (If yes explain fully on separate sheet.)

Have you ever failed to complete a construction contract? No Yes

Have you ever been convicted of a violation of Chapter 489, Florida Statutes (Construction Industry Licensing Law)?
 No Yes

Have you ever been convicted of a violation of any other contracting regulations? No Yes

**SHALL
ATTACH
PHOTO**

**(PHOTO
REQUIRED)**

Date of Birth _____
Month Day Year

Height: _____ Weight: _____ Color Eyes: _____ Color Hair: _____

I hereby certify that the foregoing statements are true and correct to the best of my knowledge and belief.

Signature of Applicant Date

FOR OFFICE USE ONLY: General Public Practice _____	Subcontractor Only _____		
License Type _____	License Number _____		
Exam Date _____	Exam Grade _____	Jurisdiction _____	
Business & Law: Exempt _____	Certificate _____	Test/Score _____	Date _____
Boards Vote: Approved _____	Date: _____	Disapproved _____	Date: _____

FEES: Fee must accompany application. Fee is not returnable after application has been entered in the records.

All Checks should be made payable to: Flagler County BOCC
Mail to: Contractor Licensing
1769 East Moody Blvd., Suite 104
Bunnell, Florida 32110
Phone (386) 313-4003 Fax (386) 313-4103