



City of Park City
 1941 E. 61st St N
 Park City, KS 67219-2499
 316.744.2026 • fax 316.744.3865

Request for Trade Contractor License

License Year	2018
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Business	Phone	Date of application
Name _____	Phone _____	_____
Address _____	Cell Phone _____	
City State Zip _____	Email _____	

TRADE LICENSE TYPES – Check type

<input type="checkbox"/> Electrical	<input type="checkbox"/> Gas Fitting
<input type="checkbox"/> Mechanical (HVAC and or Refrigeration)	<input type="checkbox"/> Drain Laying Contractor
<input type="checkbox"/> Plumbing	<input type="checkbox"/> LP Gas
	<input type="checkbox"/> Lawn Sprinkler

License Fees: A fee of **\$100.00** per year or any portion thereof shall be paid to the City of Park City prior to issuance of a license. Extra fees are required if more than one class of license is issued. Unless renewed, all licenses expire on the 31st day of December of each year. A fee of **\$25.00** is charged on all new applications for trade licenses. The City will accept checks or cash. Credit Card payments can be made in person or by FAX; with a follow-up phone call. There is a \$2.50 convenience fee charged by the credit card company. **DO NOT PUT CREDIT CARD INFORMATION ON YOUR APPLICATION;** a clerk will call you for processing.

COPIES OF THE FOLLOWING ARE REQUIRED:

Certificate of Insurance		City, County, ICC or Block License No.	
Insurance Expiration Date		Expiration Date	
If your Certificate of Insurance or City, County, ICC or Block License has expired you MUST provide a copy with your application.			

The City of Park City recognizes and will honor equivalent City of Wichita, Sedgwick County, International Code Council, International Association of Plumbing & Mechanical Officials and Block & Associates certificates as proof of qualifications. **The following individuals are authorized to sign for permits that are issued to this company:**

1. _____
 (Print Name) (Sign Name) (Date)
2. _____
 (Print Name) (Sign Name) (Date)

The following individual is the Master Certificate holder responsible for compliance with the ordinances of the City of Park City, Kansas.

_____	_____
Master (Print Name)	Signature Required
_____	_____
City, County, ICC, IAPMO or Block License No.	Expiration Date

For Office Use Only	
Class of License	New Contractor Fee \$25.00 \$
License #	2018 License Fee \$100.00
	Certificates at \$12.50 each \$