

## **City of Concordia**

### **Licensing requirements for Electrical, Plumbing and HVAC Mechanical Contractors**

(Ordinance #2007-2929)

- Completion of application form available from the City Clerk's office.
- Must be a master trade licensee or have one in your employ. The designated master can not be used for more than one contractor's license per field.
- A certificate of liability insurance of \$500,000.00 for each occurrence. City of Concordia named as certificate holder. Cancellation clause included.
- Payment of fee, \$25.00 for each contractor's license, good for two (2) years.
- Worker's Compensation Insurance required if you employ.

Master, journeyman or apprentice tradesman license required to do work in trade. This includes all electrical, plumbing and HVAC mechanical installations except:

1. Public utilities under franchise with the city.
2. Federal or State government buildings.
3. Owner/occupant of a single family dwelling doing the work his or herself.

In addition to a license, a permit is required to do electrical, plumbing and HVAC mechanical work in the city, unless this work is approved with a building permit.

Performing work without a license or permit is in violation of city ordinance and is subject to penalty and can result in criminal charges being filed.

**(Contractors license must be displayed in your place of business)**

**(Contractors license applications available at City hall)**

**City of Concordia  
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