

MIAMI COUNTY BUILDING INSPECTION DEPARTMENT
201 S. Pearl Ste 201
Paola, Ks. 66071
Phone: (913) 294-4145
Fax: 913-294-9545

CONTRACTOR REQUIREMENTS FOR LICENSE:

- Completed application form. (Other Side)
- Original Certificate of general liability insurance with coverage in an amount not less than \$1,000,000.00. Miami County shall be added as a "Certificate Holder" to the insurance policy, requiring the insurance company to notify Miami County in writing of any change in coverage or cancellation of such policy at least ten (10) days prior thereto. Certificate Holder block shall read: Miami County Building Inspection
201 S. Pearl Ste. 201
Paola, KS 66071
It's the contractor's responsibility to maintain adequate insurance coverage including worker's compensation at all times.
- Class A, B, and C General Contractors need proof of having successfully completed a Certificate of Competency by a Nationally-recognized testing institution or applicants may submit evidence of holding a bachelor's degree in engineering, architecture, or construction science from an accredited college or university.
- Plumbers, Mechanical and Electrical contractors need to submit proof of having successfully completed the Masters Contractor exam by Block & Associates, Experior, Prometric and/or the International Code Council.
- Fee for each license sought.

CONTRACTOR LICENSING FEES:

Application Fee	* \$50.00
License Fee.....	\$150.00
Late Renewal Fee	\$50.00
Re-instatement Fee	\$75.00

CATEGORIES OF CONTRACTOR LICENSES

- Class A-Build, remodel, repair, and demolish any structure without limitation of use, type of construction, height or areas.
- Class B-Build, remodel, repair and demolish all structures not exceeding three stories in height. Class B shall also be entitled to perform non-structural remodeling, tenant finish, repairs, and demolition of any structure.
- Class C-build, remodel, repair, and demolish single family or duplex residences and buildings accessory thereto.
- Class D-build, remodel, repair move or demolish detached agricultural buildings, detached residential accessory buildings, residential swimming pools, decks and other minor normally non-occupied structures.
- Class MH-allow contractors to set a manufactured or modular home on a permanent foundation when they perform no other work related to the site improvements associated with the installation of a manufactured or modular home.
- Class S trades-Foundation, Roofing, Site Utility Installer, Sign Installer, and Fire Protection.
- Electric, Plumbing, & Mechanical Contractor-having proof of successfully completing the Master Certification Examination by Block & Associates, AKA Experior.

RENEWAL OR RE-INSTATEMENT OF LICENSE:

Every contractor license shall be issued on a calendar year basis to expire on December 31st of each year. License renewal fees shall be due on the first day of January thru January 31st without a late fee being assessed. Thereafter, a late fee of \$50.00 shall be collected to off set administrative cost incurred as a result of such late renewal.

When insurance coverage expires the license shall be considered to expire by limitation and notice will be sent to the license holder. The license will not be reinstated until an original certificate of insurance as required by this code has been submitted and a reinstatement fee of \$75.00 paid. Homeowners are exempt from having to obtain a license for work **THEY** perform on their own property, but will be responsible for complying with all building codes, and obtaining necessary building permits with standard fees. Any subcontractors will need to comply with the licensing requirements. A copy of the adopted Contractor Licensing Code resolution is available upon request.

If you have any question please contact the office at 913-294-4145.
Miami County Building Inspections



miami county, kansas
building inspection department

201 South Pearl Street, Suite 201 Paola, Kansas 66071-1777
phone: (913) 294-4145 fax: (913) 294-9545

CONTRACTOR LICENSE APPLICATION

Name: _____

Company Name: _____

Company Address: _____

City/State/Zip: _____

Business Phone: _____ Mobile Phone: _____

Fax: _____ Alternate Phone: _____

Email: _____

Type of Work/Business: _____

Circle the type of contractors license you are applying for:

- | | | | | |
|------------------------|--------------------|--------------------|--------------------|---------------------|
| Class A
General | Class B
General | Class C
General | Class D
General | Class MH
General |
| Master Electrician | | Master Mechanical | | Master Plumber |
| SPECIAL TRADE: Class S | | | | |
| Foundation | Roofing | Site Utility | Sign Contractor | Fire Protection |

Total Years Experience: _____

Other City/Counties you possess a license for similar work: _____

I understand that Miami County, Kansas has adopted and will enforce the 2006 Edition of the IBC, IRC, IMC, IPC, IFGC, IFC and the 2005 Edition of the NEC, and agree to comply with these requirements and all other applicable local, state and federal regulations. To the best of my knowledge, the above information is true and correct.

Please note that an original certificate of insurance is required to be submitted with all applications for contractor licenses. Applicants for Class A, B, C, Master Electrician, Plumbing and Mechanical shall submit certification test results.

Signature: _____ Date: _____

OFFICE USE:

Application Fee: \$50.00

Insurance Expiration Date: _____

License Fee: \$ \$150.00

Test/Certificate: _____

Total Fees: _____

Date Paid: _____

COMMENTS: _____

