



Jefferson County Code Enforcement
Building Division
P.O. Box 100
Hillsboro, MO 63050
(636) 797-5310

Email: BuildingPermits@jeffcomo.org

The following is required to apply for a Communications Contractors License in Jefferson County:

A contractor applying for a communications contractor license must demonstrate that at least one (1) employee has passed the approved exam for communications/burglar and fire alarms with a score of seventy percent (70%) or greater within the past six (6) years.

Current Submittal Requirements

1. One digital front facial view photograph.
2. The security bond shall be in the amount of twenty-five thousand dollars (\$25,000.00) payable to Jefferson County and issued by an institution authorized to issue such bonds in this State.
3. Certificate of liability insurance with a ten (10) day cancellation clause and a One million dollar (\$1,000,000.00) aggregate limit and two hundred fifty thousand dollars (\$250,000.00) per occurrence limit. The certificate must show Jefferson County as certificate holder.
4. Submit a completed application form with the required application fee to the Code Enforcement Division.
5. Provide a brief summary of Communications Contracting Experience.
6. Copies of any/all of current Contractors' licenses held in other counties or municipalities.
7. \$30.00 nonrefundable Application fee.
8. There will be a \$150.00 fee payable upon approval of your Contractor's license by the Code Official.

**** Jefferson County Resident ****Submit proof of paid Personal Property Tax, Real Estate Tax, Business Property Tax, and Business Real Estate Tax (if applicable).



**JEFFERSON COUNTY, MISSOURI
COMMUNICATIONS CONTRACTOR REGISTRATION**

Applicant _____ Date of Application _____
Address _____ Home Phone _____
Name of Company _____
Business Address _____
Business Phone _____ Business Fax _____
Number of years in business _____ Email Address _____

RECORD OF EXPERIENCE

List at least six (6) years of experience beginning with present:

FROM	TO	COMPANY	SUPERVISOR	PHONE#
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Are you currently licensed as a communications contractor in any other jurisdiction? Yes () No ()

If licensed, where? _____ License # _____

Number of years licensed _____ Are you bonded? Yes () No ()

Misstatement of any kind on this application may invalidate this application or result in revocation of applicant's license.

I, _____, hereby swear all facts stated above are true.
(please print clearly)

(Signature) Date: _____

OFFICE USE ONLY

- Application received _____ Paid Fee of \$ _____ Receipt# _____
- \$25,000.00 indemnifying Bond Received _____
- Bonded Under _____
- Test Number _____ Test Score _____
- Approved Certification Number _____
- Exempted under the Grandfather clause _____

