

CONTRACTOR LICENSE APPLICATION & INSTRUCTIONS



Fill out and submit application and all required documents to:

contractorlicensing@cityofloveland.org

Required documents are accepted in PDF format ONLY:

- 1) Application completed and signed by the contractor who holds the license.
Important: Application must be in contractor's name or master license holder's name.
- 2) Include a copy of valid identification:
Valid Driver's License, State Photo ID, Passport, or other valid government issued photo identification
- 3) Electrical & Plumbing applicant must provide both a current Colorado master's license and a current Colorado contractor's license.
- 4) New Licensees must attach: [ICC passed exam](#) OR a valid license from a reciprocal jurisdiction. (Email: contractorlicensing@cityofloveland.org for complete list.)
- 5) Copy of Certificate of Liability Insurance (Minimum \$1,000,000 policy, listing City of Loveland as the certificate holder.)
- 6) Application Fee - all documents must be received before the application will be processed. Once received staff will be in contact for the payment. Check or credit card is accepted for payment either in person or by phone at 970-962-2638.
 - Class A - \$200 - valid for 2 years
 - Class B - \$150 - valid for 2 years
 - Class C - \$125 - valid for 2 years
 - Mechanical, Roofing, other - \$125 - valid for 2 years
 - Electrical and Plumbing contractors - No Charge - same expiration date as the state license.

*Licenses issued by the City of Loveland which have been expired or inactive for more than **3 years** may be renewed upon providing evidence of passing the ICC examination in the appropriate category of licensure under section 15.30.080 of the Loveland Municipal Code.*

Updated 4/4/2024

CONTRACTOR LICENSE APPLICATION



410 E 5th Street, Loveland, CO 80537
970-962-2638

Is there a permit pending this license?
Address or permit #:

If Renewing: Contractor License # _____

Contractor Name: _____

Company Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Contractor's Email: _____

Select only one of the new or renewing license types:

Class A (Unlimited) \$200

Mechanical \$125

Electrical - No Charge

Class B (TI & Residential) \$150

Roofing \$125

Plumbing - No Charge

Class C (Residential) \$125

Limited License (Requires CBO Approval)

Indicate below any 4 persons you, as the contractor, authorize to sign permits and/or conditions under your contractor license.

The undersigned applicant affirms familiarity with the ordinances and regulations of the City of Loveland. Statements made in this application are subject to verification. By signing below, approval is given for the City of Loveland to contact and make inquiries of all persons having knowledge of your professional abilities. False or misleading statements may be cause for disapproval of this application and if a license is granted, for revocation of that license.

I certify that to the best of my knowledge, all statements contained herein contained are true and accurate.

Contractor's Printed Name: _____

Signature: _____ Date: _____