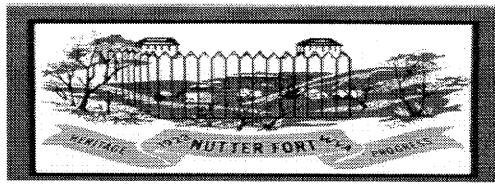


Contractor Registration

Per Article 709 of the Town of Nutter Fort's ordinances, no person shall engage in the business of contracting without first securing a license from the Town and paying the license taxes specified, nor shall a person continue to engage in any such activity after his registration has expired, been suspended, or revoked.

- The license term begins on July 1st and ends on June 30th of each fiscal year.
- It shall be the responsibility of every general contractor to hire only such subcontractors that are registered in the Town.
- All Business & Occupational taxes must be current before a license is issued.
- No licenses shall be assignable or transferable.
- No license fee shall be prorated.
- All applicants must have a valid West Virginia Business Registration prior to obtaining a license in the Town of Nutter Fort. The WV State Tax Department can be reached in Charleston, WV at 1-800-982-8297. There is also a regional office located at the Huntington Bank Building, 230 West Pike Street, Clarksburg, WV. Their local phone number is 304-627-2109.
- All applicants must possess a valid West Virginia State Contractor's License. This license is awarded through the WV Contractor Licensing Board, B-749 Building 6, Capitol Complex, Charleston, WV 25305 and can be reached by phone at 304-558-7890.
- All applicants must furnish a current/valid certificate of liability insurance listing the contractor as the policy holder.
- Upon approval of the application for a contractor's registration, a \$40.00 fee shall be paid to the Town, whereupon the registration shall be issued.
- A contractor's registration/license may be revoked if the contractor is found guilty of fraudulent use of his registration, incompetency in the exercise of the privileges of such registration, fraud or misrepresentation in securing the registration or permits granted under the Building Code, refusal to conform his/her work to the requirements of law, or breaches of such other duties placed on the contractor by this Building Code or general law. A revocation of a registration/license shall not entitle a contractor to a refund of any part of the fees.



Town of Nutter Fort
1415 Buckhannon Pike
Nutter Fort, WV 26301

Telephone: 304-622-7713 Fax: 304-623-0288
Email: office@townofnutterfort.com

Contractor Registration

Business Name _____

DBA _____

Owner's Name _____

Contact _____

Address _____

Address _____

City, State, Zip _____

Phone # _____ Fax # _____

Alternate Phone# _____ Email _____

Contractor or Handyman Contractor **Must provide copy of State Business License in order to obtain City License.*

WV Contractor # _____ **Must provide copy of WV Contractor License in order to obtain City License.*

Type of Business Corporation Partnership Sole Owner Other _____

Liability Insurance Carrier _____

Effective dates of Insurance Coverage From: _____ To: _____

**Must provide current copy of Liability Insurance Certificate in order to obtain City License.*

I certify the information contained in this report is true and accurate to the best of my knowledge.

Signature of applicant _____ Date _____