Submission Requirements for NON-Tested Class C-1 and C-2 Contractor Licenses:
(C-1 Structural Steel, Solid Fuel Installation, Elevator- (Limited Electric License Required), Asphalt Paving-
(C-2 Non-Structural Steel, Masonry Veneer, Special Roofing, Hot Roofing, Sewer and Water Main, Water softener,
Precast, Flat Work.)

CONTRACTOR LICENSE APPLICATIONS
1. All applications must be completed on the forms provided. The Contractor License Application is for the company. This application asks for company references from persons or companies your company has done business with, i.e. supply houses, lumber companies, customers, etc.

2. Contractor License Applications must be accompanied by the following items:
   a. Full fees must be paid at the time of application
   b. A certificate of general commercial liability insurance showing the City of Cheyenne Compliance Department as a certificate holder only, not as an “additional insured”.
   c. ALL CONTRACTORS WITH EMPLOYEES must also submit proof of registration with Division of Worker’s compensation in the Department of Workforce Services of the State of Wyoming (307-777-6763)

QUALIFIED SUPERVISOR LICENSE APPLICATIONS
1. All applications must be completed on the forms provided. This license is for the individual(s) who will be the qualified supervisor for the company. Every company is required to have at least one qualified supervisor. The individual completing the Qualified Supervisor License Application will be required to show a minimum of three (3) years of hands on, comprehensive experience. The application asks for references from individuals or companies which can give a positive reference regarding the individual signing the application.

   2. You need to provide a detailed list of your personal HANDS ON experience. List specific jobs and what you did on those jobs.

3. Individual Qualified Supervisor license applications must be accompanied by full fees.

The Contractor Licensing Regulations are attached. It is important that you read and become familiar with them.
CLASS C-1/C-2 NON-TESTED CONTRACTOR LICENSE APPLICATION ($250)

(C-1 Structural Steel, Solid Fuel Installation, Elevator (Limited Electric License Required),(C-2 Non-Structural Steel, Masonry Veneer, Special Roofing, Hot Roofing, Sewer and Water Main, Water softener, Precast, Asphalt Paving, Flat Work,)

INCOMPLETE APPLICATIONS WILL BE REJECTED.

Specify type of license: C-1_____________________________________________________________
C-2_____________________________________________________________

Company Name:______________________________ Phone# (____) __________

Physical Address: ________________________________

Mailing Address: ________________________________

Contractor Email Address:______________________________

Name of Qualified Supervisor:______________________________

Corporate Status
[  ] Individual/Sole Proprietor    [  ] Partnership    [  ] Corporation    [  ] LLC

Company Officers

<table>
<thead>
<tr>
<th>Name:</th>
<th>Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td>Title:</td>
</tr>
<tr>
<td>Address:</td>
<td>Address:</td>
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<tr>
<td>City/St/Zip:</td>
<td>City/St/Zip:</td>
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<td>Phone:</td>
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<td>City/St/Zip:</td>
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<tr>
<td>Phone:</td>
<td>Phone:</td>
</tr>
</tbody>
</table>

Questionnaire

1. As the applicant, are you familiar with the Cheyenne Contractor Licensing Regulations and Ordinance that are involved with this type of license and feel that you can comply with them? Yes____ No____

2. As the applicant, are you familiar with the applicable Building and related codes adopted by the City of Cheyenne? Yes____ No____

3. Have you ever had a construction related license in another jurisdiction? Yes____ No____

4. Have you ever been denied a license? Yes____ No____

5. Have you ever had a construction related license suspended or revoked? Yes____ No____

Rev 02/2020
**Company References**

Any individual or entity, other than a relative, who can give your company a favorable reference.

<table>
<thead>
<tr>
<th>Name:</th>
<th>Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
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<td>City/St/Zip:</td>
<td>City/St/Zip:</td>
</tr>
<tr>
<td>Phone:</td>
<td>Phone:</td>
</tr>
</tbody>
</table>

I, as applicant, hereby certify that the statements in this application are true and correct to the best of my knowledge and belief. I understand that false statements or willful omission of pertinent information will be grounds for denial or revocation of a license.

If, for any reason, you do not obtain a license, you must submit a written request for a refund, within sixty (60) days of the Board’s action or forfeit all fees.

**Do you have employees?**

(If yes, you need to register with Wyoming Workers’ Comp. Contact at 307-777-6763)

TO BE SIGNED IN THE PRESENCE OF NOTARY

<table>
<thead>
<tr>
<th>Applicant’s Name:</th>
<th>State of</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Printed):</td>
<td>County of</td>
</tr>
<tr>
<td>Applicant’s Signature:</td>
<td>On , 20 ,</td>
</tr>
</tbody>
</table>

Applicant acknowledges:

a) Receipt of Contractor Licensing Regulations,
b) This license expires one (1) year from date of issue,
c) It is my responsibility to renew this license prior to expiration.

Date:

Notary Public:

My commission expires:

Rev 0/2020
CLASS C-1/C-2 NON-TESTED QUALIFIED SUPERVISOR LICENSE APPLICATION ($100)
(C-1 Structural Steel, Solid Fuel Installation, Elevator (Limited Electric License Required) (C-2 Non-Structural Steel, Masonry Veneer, Special Roofing, Hot Roofing, Sewer and Water Main, Water softener, Precast, Asphalt Paving, Flat Work.)

INCOMPLETE APPLICATIONS WILL BE REJECTED.

Specify type of license: C-1___________________________________________________________
C-2____________________________________________________________

Applicant’s Name:__________________________________________________________
Phone #: (____)________

Last       First       M.I.

Physical Address:__________________________________________________________
Street     City       State       Zip

Mailing Address:__________________________________________________________
Street or P.O. Box     City       State       Zip

Applicant Email Address:______________________________________________________

Class C-1/C-2 Applicant is working for:________________________________________

Practical Experience
A minimum three (3) years comprehensive, hands on experience relative to the type of work the applicant is applying for, is required in order to obtain a Class C-1 or C-2 license. Applicant shall attach documentation necessary to demonstrate applicant has satisfied the minimum requirements. (Refer to submission requirements for additional information).

You must complete the following information in addition to attaching your statement of experience.

<table>
<thead>
<tr>
<th>Name &amp; Address of Companies you worked for</th>
<th>Total Time you worked for them in:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Years and Months</td>
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</tbody>
</table>
**Personal References**

Any individual, other than a relative, who can give you a favorable reference.

<table>
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</tbody>
</table>
**Questionnaire**

1. As the applicant, are you familiar with the Cheyenne Contractor Licensing Regulations and Ordinance that are involved with this type of license and feel that you can comply with them? Yes____ No____

2. As the applicant, are you familiar with the applicable Building and Related Codes required to apply for this license? Yes____ No____

3. Have you ever had a construction related license in another jurisdiction? Yes____ No____
   If yes, list the location and the type of license. (Submit copies of the licenses if you have them.)____________
   ________________________________________________________________________________
   ________________________________________________________________________________
   ________________________________________________________________________________

4. Have you ever been denied a license? Yes____ No____
   If yes, state date, reason and jurisdiction of denial.____________________________________
   ________________________________________________________________________________

5. Have you ever had a construction related license suspended or revoked? Yes____ No____
   If yes, give reason for suspension or revocation date, and jurisdiction. ____________________
   State of  
   County of  
   On , 20 , personally, appeared before me, whose identity I proved on the basis of: 
   to be the signor of this instrument, and he/she acknowledged that he/she signed it. 
   Applicant acknowledges: 
   a) Receipt of Contractor Licensing Regulations, 
   b) This license expires one (1) year from date of issue, 
   c) It is my responsibility to renew this license prior to expiration.

I, as applicant, hereby certify that the statements in this application are true and correct to the best of my knowledge and belief. I understand that false statements or willful omission of pertinent information will be grounds for denial or revocation of a license.

If, for any reason, you do not obtain a license, you must submit a written request for a refund, within sixty (60) days of the Board’s action or forfeit all fees.

TO BE SIGNED IN THE PRESENCE OF NOTARY

Applicant’s Name:  
(Printed):  
Applicant’s Signature:  
Applicant acknowledges:  
   a) Receipt of Contractor Licensing Regulations,  
   b) This license expires one (1) year from date of issue,  
   c) It is my responsibility to renew this license prior to expiration.

Date:  

(Seal)

**************************************************************************
**  
Office Use Only

Received By:  
Date:  

FEE PAID  [ ]Cash  [ ]Check (No.)  [ ]Credit Card  Amount:  Receipt No.:  

Approved By: , Chairman  Date:  

License Number:  Date issued:  

Rev 02/2020