



**Contractor Registration Form**  
**Permits Department - City Hall Annex**  
**(432)-264-2504**

Please provide the following to register:

- Completed Contractor Registration Form
- Legible copy of state-issued, current Masters or equivalent license
- Legible copy of state-issued, current driver's license
- Proof of General Liability Coverage/or Bond (The City of Big Spring does not need to be listed)

There is no fee to register as a contractor with the City of Big Spring.  
Applications are accepted by mail, e-mail, or in person at our office.  
If submitting by email, please send to [msanchez@mybigspring.com](mailto:msanchez@mybigspring.com).

**Type of Contractor**

- GENERAL
- ELECTRICAL
- PLUMBING
- MECHANICAL
- ROOFING
- FENCE
- SIGN
- IRRIGATION
- BPAT
- FIRE SPRINKLER
- POOL/SPA
- CURB CUTS
- OTHER

**Company Information**

Company Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Mailing Address: (if different from physical) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Alternate Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Contractor Information**

Contractor Name: \_\_\_\_\_

Contractor License Number: \_\_\_\_\_

Contractor License Type: \_\_\_\_\_

License Expiration Date: \_\_\_\_\_

Any Other Authorized Persons: \_\_\_\_\_

The information submitted for this contractor's registration is true and accurate to the best of my knowledge. I understand that permits are required to be issued prior to commencement of any and all construction work, and that periodic inspections must be requested by myself or my staff, to be performed by the Inspection Department, particularly prior to performing any work that will over or obscure previous work. The city reserves the right to hold or deny permits to contractors who fail to complete and obtain finals for each permit issued under their registration. Further, the city may fine or suspend the registration of any contractor who fails to comply with applicable city, state, or federal codes and regulation. If citations are issued for violations, the city is obligated to contact any applicable licensing board.

Registrant Signature: \_\_\_\_\_ Date: \_\_\_\_\_