



CONTRACTOR IDENTIFICATION FORM

Building Permit # _____

Division of Zoning & Development Services
Fauquier County Department of Community Development
29 Ashby Street, Suite 310, Warrenton, Virginia 20186

Building Phone: 540-422-8230
Facsimile: 540-422-8231

PLEASE READ CAREFULLY

The County may only issue a building permit to properly licensed contractors or to those that are exempt from the Commonwealth's requirements for contractors. Certain exceptions to licensing requirements are available under Section 54.1-1101 of the Code of Virginia. Property owners are eligible for exceptions under specific circumstances, including building their primary residence and related accessory structures.

The Code requires that a contractor be properly licensed before he may bid or undertake contracting work of \$1,000 or more. Specifically, a:

- Class A contractor's license is required for any job valued at more than \$120,000; a
- Class B contractor's license is required for any job valued at \$10,000 or more but less than \$120,000; and a
- Class C contractor's license is required for any job valued at more than \$1,000 but less than \$10,000.

Identify on the reverse side of this form each contractor who will be working on the job.

If a property owner secures a building permit under the exception, and subsequently hires contractors to work on the project, those contractors must meet the requirements listed above and the property owner is legally responsible for assuring the licensing requirements are met. Failure to do so constitutes the commission of a Class 1 misdemeanor by both the property owner and the contractor, and may expose the property owner to prosecution as well as other legal risks, particularly if problems with construction occur. Also, in such cases the County cannot hold individual contractors responsible for issues identified during ongoing inspections; rather it is the property owner, as permit holder, who is responsible.

Property Owner Name & Address: _____

Building Permit Property Address (if different than above): _____

Fill out this section if the Building Permit Applicant is **PROPERTY OWNER/OWNER'S AGENT:**

- I am the property owner. **I affirm that I have read and understand the above**, and that by securing this permit under my own name I have accepted responsibility for assuring proper licensing of any contractors hired for jobs under this building permit.
- I am the agent for the property owner. **I affirm that I have read and understand the above**, have informed the property owner of the above, and that the property owner has accepted responsibility for assuring proper licensing of any contractors hired for jobs under this building permit.

Signature: _____ Date _____

Print Name: _____

Email: _____

**ALL APPLICANTS MUST FILL OUT
THE REVERSE SIDE OF THIS FORM**

Fill out this section if the Building Permit Applicant is **CONTRACTOR/ CONTRACTOR'S AGENT:**

- I am the contractor for this permit. **I affirm that I have read and understand the above.**
- I am the sub-contractor for this permit. **I affirm that I have read and understand the above.**
- I am the agent for the contractor. **I affirm that I have read and understand the above.**
- I affirm** that I am duly licensed under the terms of Title 54.1, Chapter 11, Code of Virginia to carry on or superintend this work;
- I affirm** that I am not subject to licensure as a contractor, subcontractor, or owner-developer under the terms of 54.1, Chapter 11, Code of Virginia.
- I affirm** that I have paid in full any license fees required by Fauquier County so as to qualify me to bid upon or contract for the work for which this permit has been/is being issued.
- I am submitting** the Fauquier County business license exemption form.

Signature of Contractor: _____ Date _____

Contractor Name (printed): _____

| | | |
|---|---|--------------|
| Type of Contractor: <input type="checkbox"/> Building <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> Mechanical <input type="checkbox"/> Gas Fitting <input type="checkbox"/> Outside Line <input type="checkbox"/> Inside Line <input type="checkbox"/> Tank Installation | Name of Contractor: _____ Mailing Address: _____ Phone Number: _____ Email: _____ State Contractor's License No: _____ Class: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C Classification: _____ Expiration Date: _____ Fauquier County Business License # _____ Description of Work: _____ Value of Work*: _____ | OK Per _____ |
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* For Contractors: Provide contract price

* For Homeowners/Others: Provide real estate value of improvements