



Required Documents for Contractor Licensing Submittal

1. Applicants shall provide a certificate of insurance in the minimum amount set forth below and with the Town listed as a certificate holder assuring that the applicant has purchased and has in effect an insurance policy by an insurance company authorized to do business in the State of Wyoming providing for public liability and property damage.

License Type	Limit Per Occurrence	Total Aggregate
General Contractor Class A	\$1,000,000.00	\$2,000,000.00
Building Contractor Class B	\$1,000,000.00	\$2,000,000.00
Building Contractor Restricted Class BR	\$500,000.00	\$1,000,000.00
Residential Class C	\$500,000.00	\$1,000,000.00
All other Contractors	\$500,000.00	\$1,000,000.00

2. Every applicant must provide a permits and license bond in the amount set forth below for the respective license class and executed by a surety company authorized to transact business in the State of Wyoming, with the applicant as principal and the Town of Jackson as obligee, conditioned that the applicant shall faithfully perform the duties and in all things comply with the provisions of Chapter 15.36. The Town does not have/use a bond form.

License Type	Bond Amount
General Contractor (Class A)	\$250,000.00
Building Contractor (Class B)	\$250,000.00
Building Contractor Restricted (Class BR)	\$100,000.00
Residential Contractor (Class C)	\$100,000.00
All other contractors	\$ 20,000.00

3. Every applicant shall provide proof of Workers' Compensation with the State of Wyoming or provide proof of why such is not required. Out of State contractors shall provide proof of good standing from their state or proof they are carrying extra territorial coverage.
4. Every applicant shall provide proof of Unemployment Insurance with the State of Wyoming or provide proof of why such is not required.

5. Every applicant that is a corporation or limited liability company in the State of Wyoming shall show proof of good standing with the Office of the Wyoming Secretary of State.
6. Once all the required documents listed in the submittal section are uploaded, the license will be approved and the applicant will be notified they can make payment through the portal. Once payment is made the applicant can print out their new license.
7. Contractor license fee due \$451.00.