Building Inspection Department
141 W. Main St. / P.O. Box 638
Royse City, TX 75189
972.524.4710
permits@roysecity.com

CONTRACTOR REGISTRATION REQUIREMENTS

General Contractors – Fee $50.00

** Expires annually from date of issue*

- Complete registration form
- Copy of Owner's valid Government/State issued photo ID/DL
- Contractor Fee Exception: Work done by a property owner in a residential building owned and occupied by the property owner as the property owner's homestead.
- Includes the following contractors:

-General Contractors	-Remodel
-Demolition	-Roof
-Fence	-Solar / Battery Storage**
-Concrete Contractor	-Patio Covers / Pergolas
-Foundation	-Home Builders
-Pool Contractor	-Others not specifically noted

Irrigation Contractors – Fee $50.00

** Expires when TCEQ license expires*

- Complete registration form
- Copy of TCEQ irrigator's license
- Copy of license holder's valid Government/State issued photo ID/DL

OSSF Installers-Fee $50.00

** Expires when TCEQ license expires*

- Complete registration form
- Copy of TCEQ license

  Licenses may include the following:
  - Installer I
  - Installer II
  - Maintenance Provider
- Copy of license holder's valid Government/State issued photo ID/DL

Sign Contractors ** – Fee $50.00

** Expires annually from date of issue*

- Complete registration form
- Copy of Owner's valid Government/State issued photo ID/DL
- May require additional registrations

* Must provide proof of General Liability Insurance equal to $100,000 or surety bond equal $5,000.(**§ 3.08.007)**

Electrical Contractors – No Fee

**Expires when Texas TDLR master license expires*

- Complete registration form
- Copy of Texas TDLR electrical contractor license
- Copy of Texas TDLR master electrical license
- Copy of master license holder's valid Government/State issued photo ID/DL

Mechanical Contractors – No Fee

** Expires when Texas TDLR license expires*

- Complete registration form
- Copy of Texas TDLR mechanical license
- Copy of license holder's valid Government/State issued photo ID/DL

Plumbing Contractors – No Fee

** Expires when state plumbing license expires*

- Complete registration form
- Copy of Texas State Board of Plumbing Examiners license
- Copy of license holder's valid Government/State issued photo ID/DL

➢ **May require additional registrations such as Master Electrician etc.

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Contractor Registration Form

Type of Contractor License

- ☐ Irrigation, Fee $50.00
- ☐ OSSF, Fee $50.00
- ☐ Sign, Fee $50.00
- ☐ General, Fee $50.00 (Includes GC, Demolition, Fence, Concrete, Foundation, Pool, Remodel, Roof, Solar/Battery Storage, Patio covers/Pergolas, Home Builders, Others not specifically noted)
- ☐ Electrical, No Fee
- ☐ Mechanical, No Fee
- ☐ Plumbing, No Fee
- ☐ Fire Services, No Fee
- ☐ ROW, No Fee

Contractor Information

Company Name: _____ Phone: _____

Contact Name: _____ Phone: _____

Company Address: _____

City _____ State _____ Zip _____

Email Address: _____

Signature: _____ Date: _____

If applicable:

Trades License #: _____ Expiration Date of License: _____

COPY OF VALID GOVERNMENT/STATE ISSUED PHOTO ID/DL, (if applicable) TEXAS STATE LICENSE, AND APPLICABLE FEES ARE REQUIRED IN ORDER TO PROCEED WITH REGISTRATION. *