



## Requirements for State Certified Contractors

The following items are needed for State Certified Contractors in order to apply for a permit within Lake County:

1. Copy of the license holder's State of Florida contractor's license.
2. Copy of the license holder's current Business Tax Receipt (from any county or city not located in Lake County).
3. Valid phone number, fax number, email address, mailing and physical addresses which should be updated when necessary.
4. Certificate of insurance for general liability with the certificate holder reading Lake County Board of County Commissioners, in the minimum amount of \$300,000 per occurrence.
5. Worker's Compensation insurance policy with Lake County Board of County Commissioners as the certificate holder or a valid exemption certificate. If the certificate has an out of state producer, we will need a declaration page showing line item 3 A to show coverage in the state of Florida.
6. Long Shoreman Insurance: required on all contractors that perform marine type work on the Chain of Lakes and all canals and waterways providing access to the Chain of Lakes.
7. A \$30 file maintenance fee renewed annually from the date paid.

Future updates or changes to the qualifiers contact information will need to be submitted on Lake County's Qualifier Update Form (Form # BF58, available online [www.lakecountyfl.gov](http://www.lakecountyfl.gov)) or the updated information will need to be submitted in the form of a notarized letter signed by the contractor.

If you have any questions, please contact us:

Lake County, Florida  
Economic Growth Department  
Building Services Division  
P.O. Box 7800  
Tavares, Florida 32778

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