



# CITY OF GERING CONTRACTOR LICENSE APPLICATION

The undersigned hereby makes application for a Contractor License  
in accordance with Chapter 118.00 of the City of Gering Code of Ordinances  
*(as shown on the reverse side of this application)*

Type of License:       Roofing                       General                       Both

Contractor Business Name: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_  
*Street Address* *Apartment/Unit #*  
\_\_\_\_\_  
*City* *State* *ZIP Code*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

State of Nebraska Contractor Registration Number: \_\_\_\_\_

### PLEASE ATTACH THE FOLLOWING DOCUMENTATION TO THIS APPLICATION:

#### Liability Insurance in the amount of \$1,000,000 or more

**Certificate of Liability:** The City requires a General Liability (GL) Insurance Certificate to show that the contractor has insurance to cover themselves and their potential negligence or liability.

**Note:** It's not the responsibility of the City or a property owner to be responsible for the negligence of the contractor. They must cover their own liability with their own GL insurance.

#### Surety Bond in the amount of \$2,000 or more

**Surety Bond:** A surety bond is basically a guarantee that the contractor's company will complete all its contractual obligations in a timely and legally compliant manner. Surety Bonds ensure that the Contractor will do what they say they are going to do and in accordance with all of the City's laws/regulations. Surety Bonds can be written to protect the City or Third Parties (like the homeowner). **Note:** The surety bond covers the municipality against financial harm, but it is *not* insurance.

### Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.*

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

### FOR OFFICE USE ONLY

Application Fee: \$100

Date Paid: \_\_\_\_\_

Cash     Check # \_\_\_\_\_     Credit Card

Receipt Number: \_\_\_\_\_

# CHAPTER 118: CONTRACTOR'S LICENSE

## § 118.01 LICENSE REQUIRED.

No person or corporation shall engage in the practice of general contractor or roofing contractor in the city without first having obtained a license to engage in any such practice and without giving the proof of surety as hereinafter provided for in this chapter.  
(Ord. 2126, passed - -2023) Penalty, see § [118.99](#)

## § 118.02 PERSONS EXEMPT FROM LICENSE REQUIREMENT.

Any bona fide owner of a residential structure, including all accessory structures, shall be exempt from the contractor's licensing requirements and may be granted a building permit to improve the structure including all accessory structures; provided, that all work may be inspected for approval by the City Building Inspector.

(Ord. 2126, passed - -2023) Penalty, see § [118.99](#)

## § 118.03 APPLICATION, CONTENT, FEES.

(A) Any person or persons desiring to engage in the practice of general contractor or roofing contractor shall first make application to the city for the license(s) to engage in such practice. Such application for a contractor's license shall be upon a form created by the city for such purpose and contain at minimum the following information:

- (1) The name and address of the applicant;
- (2) The business location of the applicant;
- (3) The telephone number of the place of business; and
- (4) Applicant's proof of bonding and proof of policy of insurance as described in § [118.04](#); and
- (5) If a partnership, shall include the names, correct mailing addresses, and telephone numbers of all partners together with such other information as may be required.

(B) Upon the filing of such application, the City Building Inspector or his or her designee shall make such investigation as to the sufficiency of proof of bonding and proof of insurance pursuant to this Chapter, and after which shall approve or disapprove the application. If approved, the City Building Inspector shall authorize the issuance of a license to the individual(s). Such application shall be accompanied by a registration fee of \$100 for a new applicant or \$25 for a renewal application. Registration shall run concurrently with licenses, expiring on the last day of December during the year following the date of issuance and shall not be assignable.

(Ord. 2126, passed - -2023)

## § 118.04 CERTIFICATES OR POLICIES OF INSURANCE AND BONDING.

Every person or company applying for a contractor's license shall present to the city to be filed a certificate or policy of insurance in the amount of \$1,000,000, minimum, public liability insurance for each license held. Further, the issuing insurance company agrees to provide 30-day written notice in the event of expiration or of proposed cancellation of the insurance policy. Surety shall be conditioned that the principal, and all employees, will comply with all the ordinances of the city relating to model codes and to hold the city harmless on account of any damages arising from faulty performance or neglect of duty by the holder of such license. Every person or company applying for a contractor's license shall present to the city a bond with two or more sureties, or a bond of a surety company to be approved by the City Building Inspector or his or her designee in the penal sum of \$2,000 conditioned that the person or company applying for a contractor's license will indemnify and keep harmless the city in case of any accident or damage arising from negligence or unskillfulness in doing or protecting his or her work or from any unfinished or inadequate work done in pursuance of a contractor's license. Any bond required herein shall be a one-year renewable bond with starting and ending dates, signed by an officer of the surety company, and accompanied by power of attorney form, if applicable.

(Ord. 2126, passed - -2023)

## § 118.05 REVOCATION OF LICENSE.

Any license issued under the provisions of this chapter may be revoked by the City Building Inspector upon proof that the licensee(s) has failed, neglected, or refused to comply with any of the provisions of this chapter or with other ordinances of the city relating to or regulating the particular type of work for which such license was granted; provided, that no such license shall be revoked without the giving of a written notice of the intention to revoke such license and without giving such licensee a full opportunity to present evidence to the City Building Inspector as to any complaint made against him or her. Upon the revocation of any license granted under the provisions of this chapter, no refund shall be made of any part of the license fee previously paid by the licensee.

(Ord. 2126, passed - -2023)

## § 118.06 UNLAWFUL USE OF LICENSE.

No license issued hereunder shall be assignable or transferable, and it shall be unlawful for any licensee to permit his, her, or its license to be used or allow permits to be taken out in the name of such licensee by any other person, firm, or corporation. Any licensed contractor that hires a sub-contractor(s) shall provide the City Building Inspector a copy of the sub-contractor(s) certificate or policy of insurance.

(Ord. 2126, passed - -2023) Penalty, see § [118.99](#)

## § 118.07 RECORDS RETENTION.

The City Engineering Department shall keep a complete record of all licenses issued and certificates or policies of insurance registered under the provisions of this chapter.

(Ord. 2126, passed - -2023)

## § 118.99 PENALTY.

(A) Any person or corporation violating any provision of this chapter for which no specific penalty is prescribed shall be subject to the penalty described in § [10.99](#).

(B) Any person or corporation violating any provision of this chapter shall cease and desist all work in violation of this chapter and be subject to enjoinder of the violation, along with attorney fees and costs necessary to enforce the same

(Ord. 2126, passed - -2023)

## Statutory reference:

Authority, see *Neb. RS 18-1914, 18-1918, 29-835, 48-434, 48-442, 48-2114, 60-6,299, 71-4608, 71-4631, and 71-4632*