



CITY OF ALVIN

1100 West Highway 6 • Alvin, Texas 77511 • (281) 388-4271 • FAX (281) 331-7516

Engineering Department

TO: All Permit Holders
FROM: Mike Collins, Building Official
DATE: October 4, 2017
SUBJECT: Contractor Information

Please fill out the following information. You can e-mail it to aminton@cityofalvin.com or tbooth@cityofalvin.com.

All contractors will need to submit copies of any applicable state licenses, drivers license and proof of general liability insurance showing the City of Alvin as the certificate holder.

PLEASE PRINT LEGIBLY

Business name: _____

Contact name: _____

Physical Address: _____

City, State, and Zip: _____

Mailing Address: _____

City, State, and Zip: _____

E-Mail Address **(REQUIRED)**: _____

Office Number: _____ Mobile Number: _____

Drivers License Number: _____ State: _____

State License Information: (HVAC, Electrician, Plumber) Licensing Authority: _____

PROVIDE COPIES

License Number: _____

Expiration Date: _____

ECL Number: (Electricians Only) _____

Expiration Date: _____

Insurance Information: Policy Number: _____

Effective Date: _____ Expiration Date: _____

Any Contractor who holds a State of Texas License/Certification (Electrical, Mechanical/HVAC, Plumbing, etc.) must provide a copy of their drivers' license. If a contractor is given permission to pull permits under another contractor, they must submit a notarized letter of permission and a copy of that person's drivers license.