



DEPARTMENT OF PUBLIC WORKS
Building Inspection Division

January 19, 2001

MEMORANDUM

To: All Sign Contractors

From: Thomas H. Goldsbury, P.E.
Chief, Building Inspection Division

Subject: **Sign Contractor Licensing Changes**

Please note that after October 1, 2001, persons engaged in the business of a Non-Electrical Sign Contractor must have a valid Certificate of Competency issue by the Construction Trades Qualifying Board. Commencing **90 calendar days from the date of this memorandum**, all SC (sign contractor) licenses will be deactivated and all Non-Electrical sign contractors shall have a "Temporary" Non-Electrical Sign Contractor Certificate of Competency.

All information in reference to a company's registration and permit applications must be identical to the principal on the bond / insurance. All licenses that are not in accordance with the new requirements will be deactivated and no permits shall be issued. A contractor with an active Electrical Specialty license (ES), certified Residential Contractors' license, Certified Building Contractors' license (CBC) or Certified General Contractors license (CGC) can apply for sign permits. If you want to keep your license active, confirm that your company's registration is current; Electrical Specialty license must be registered at the electrical counter and Residential, Building and General contractors' must be registered at the Building counter. Non-Electrical Sign Contractors' must also be registered at the Building counter.

In conclusion, you may contact the Construction Trades Qualifying Board regarding this licensing requirement, please direct questions to Mr. Richard Hickok at 630-2657.

Attachments:
Ordinance 2000-849-E

