



UPDATED CONTRACTOR LICENSE APPLICATION INFORMATION

November 30, 2022

We hope that 2022 was a successful year for you. If you plan to renew your Contractor License for 2023, please read the information that is being provided below. As we welcome a new year, our department will be undergoing many new changes going forward. We are currently in the administrative process of adopting the 2018 Building Codes. This also brings changes to requirements listed in Chapter IV of Ulysses City Code. Upcoming changes that will be implemented once Ulysses City Code amendments have been adopted will include but not be limited to the following:

- License and permit fees
- Proof of passing Kansas or National exam pertaining to specific license request with a minimum score of 75% for **all trades**, including commercial roofers.
- Continuing Education Hours for anyone that passed their exam at least one (1) year prior to applying for a City of Ulysses License.
- Trades which are grandfathered
- Revised license application process
- Revised requirements for obtaining building permits
- Letter of good standing from the State of Kansas
- List of employees authorized to obtain permits (if) other than the business owner

Contractors will be notified once amendments to Chapter IV of the Ulysses City Code have been adopted. Once adopted, all contractors who have not renewed their license or those applying for a new license will be required to meet the new standards implemented. The intent of the code regulations is to establish a comprehensive set of codes and standards, designed to be compatible with one another, which will provide for better building construction and greater safety to the public.

Natalie Anguiano & Amadita Ruiz
City of Ulysses
Building Inspections & Code Enforcement Department



2023 Contractor License Application (VALID 1/1 - 12/31)

PLEASE NOTE: License applications will not be processed unless current certificate of liability insurance, test scores, continuing education hours and all license fees are provided together.

Business Name: _____
Primary Contact: _____
Mailing Address: _____
City, State, Zip: _____
Phone: (____) _____
Cell: (____) _____
Fax: (____) _____
Email: _____

****FEES ARE LISTED ON BACK OF FORM****

YOU MUST PROVIDE A COPY OF YOUR LIABILITY INSURANCE WHEN APPLYING FOR YOUR LICENSE

****The City of Ulysses must be listed as the Certificate Holder for 300,000.00 (\$500,000 for Tree Trimmers).**

****If for any reason your Insurance is cancelled, your license with the City of Ulysses will be considered VOID.**

****The City of Ulysses requires a copy of the Block & Associates, ICBO/ICC, or Thompson Prometric test scores on file in our office for each person in the Master or Journeyman category.**

City Clerk Office Area

Date: ____/____/____

Amt Paid: \$ _____

Receipt #: _____

Received by: _____

Inspections Dept. Area

Entry Date: _____

Renewal notice: _____

If applying for a new license, Electrical, Mechanical & Plumbing contractors **MUST** provide copies of test scores and CEU's. When renewing a license, CEU's for each category you are applying for must be submitted.

Please choose the type of license in which you are applying for below:

- _____ **ELECTRICAL:** Master \$40 ea, Journeyman \$20 ea, Apprentice \$10 ea
 _____ **PLUMBING WITH GAS** \$15 plus additional fees: Master \$40 ea, Journeyman \$20 ea, Apprentice \$10 ea
 _____ **MECHANICAL:** Master \$40 ea, Journeyman \$20 ea, Apprentice \$10 ea
 _____ **GENERAL (NON ROOFING):** \$75
 _____ **GENERAL (W/ ROOFING):** \$75 State of KS Roofing registration # _____
 _____ **SIGN CONTRACTOR:** \$40
 _____ **MOBILE HOME INSTALLER:** \$40
 _____ **IRRIGATION SPRINKLER:** \$40
 _____ **SEPTIC TANK INSTALLER:** \$40
 _____ **Tree Trimming:** \$40
 _____ **Water Conditioning:** \$40
 _____ **Sign:** \$40

List Master, Journeyman & Apprentice & CEU hrs below:
 (attach separate sheet of paper if needed)

Electrical: Master	Journeyman	Apprentice
_____ CEU hrs _____	_____ CEU hrs _____	_____
_____ CEU hrs _____	_____ CEU hrs _____	_____
_____ CEU hrs _____	_____ CEU hrs _____	_____
Plumbing: Master	Journeyman	Apprentice
_____ CEU hrs _____	_____ CEU hrs _____	_____
_____ CEU hrs _____	_____ CEU hrs _____	_____
_____ CEU hrs _____	_____ CEU hrs _____	_____
Mechanical: Master	Journeyman	Apprentice
_____ CEU hrs _____	_____ CEU hrs _____	_____
_____ CEU hrs _____	_____ CEU hrs _____	_____
_____ CEU hrs _____	_____ CEU hrs _____	_____