



## Application for Complete Demolition Contractor License

Complete and submit this application for a **NEW** Complete Demolition Contractor License.

### PART A

#### License Type

- Select the appropriate license.

#### Applicant / Business Information

- Provide the contact information for applicant, business / company (if applicable)
- Provide license and tax account information.
- Provide the Site Safety Manager and Demolition Supervisor contact information.

**A**

#### Type of License (select one):

☐ Class A

☐ Class B

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

Applicant Address: \_\_\_\_\_

Applicant Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

Business/Company Name (if different from applicant): \_\_\_\_\_

Business/Company Address: \_\_\_\_\_

Business/Company Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

Commercial Activity License #: \_\_\_\_\_ Philadelphia Business Income and Tax #: \_\_\_\_\_

Site Safety Manager Name: \_\_\_\_\_

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

Demolition Supervisor Name: \_\_\_\_\_

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

### PART B

#### Supplemental Information

- Insurance amounts:
  - *General Liability:* \$2,000,000 per occurrence
  - *Auto:* \$300,000
  - *Workman's compensation:*
    - \$100,000 per accident
    - \$100,000 per employee
    - \$500,000 policy limit

**NOTE:** The City of Philadelphia must be named as the certificate holder and additionally insured on an ACCORD form.

**B**

#### Verify the following information:

- An active certificate of insurance with the minimum insurance amounts is provided: ☐ Yes
- All City of Philadelphia taxes, charges and fees are current: ☐ Yes
- A licensed bond with an original seal in the amount as noted below is provided with this application: ☐ Yes
  - \$50,000 for a Class A License
  - \$10,000 for a Class B License.

**Note:** This bond must be issued by a surety company that holds a certificate of authority to do business in Pennsylvania, with a minimum surety underwriting limitation of \$1,000,000.

- The demolition site safety manager has completed an extended safety training course for the named Site Safety Manager within five (5) years of application date. ☐ Yes
- The demolition site safety manager's pay stub or W-2 form is provided with this application: ☐ Yes
- The demolition supervisor has completed the Philadelphia Demolition Contractor Examination (Class A or B), administered by the International Code Council within 12 months from the submission of this application: ☐ Yes
- The demolition supervisor's pay stub or W-2 form is provided with this application: ☐ Yes
- The Class A demolition contractor has three (3) years' experience in the field of demolition as both site safety manager and demolition supervisor: ☐ Yes ☐ N/A

**Note:** Work history must be documented through Federal tax records showing employment in the field under a demolition contractor and a resume identifying specific work experience.



**PART C**

**Limits and  
Conditions**

**C**

- Every licensed Demolition Contractor shall notify the Department in writing within ten (10) days of any change in the information required by the Department as a pre-requisite for securing the License.
- No person or business entity shall act as a Demolition Contractor without a demolition supervisor and site safety manager with the required qualifications on staff at all times.
- Demolition Contractors and subcontractors must have valid licenses. All subcontractors working under a permit must be submitted to the Department.
- Demolition Contractors cannot sell or transfer their license or permit to another person.
- Demolition Contractors must provide accurate information on any license or permit application with the Department.
- Demolition Contractors must get all required permits for construction or demolition work and comply with approved permit documents.
- Demolition Contractors must maintain information at each job site as required by The Philadelphia Code.
- Demolition Contractors must display their Demolition Contractor license number on any advertisements, stationery, places of business, job sites, proposals, and vehicles displaying the business name.
- Demolition Contractors must maintain complete financial and construction records (including plans) for each job performed for four years after completion of the job.
- Demolition Contractors must follow all provisions of The Philadelphia Code.
- Demolition Contractors must remain current on all City of Philadelphia taxes and fines. Failure to do so may result in the denial of permits and/or license renewals.

**Declaration and Signature**

*I, the applicant, will comply with all laws, rules, and regulations of the Commonwealth. I hereby certify that the statements contained herein are true and correct to the best of my knowledge and belief. I understand that if I knowingly make any false statement herein, I am subject to the possible revocation of any licenses issued as a result of my false application, and such penalties as may be prescribed by law or ordinance.*

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_