



City of Park City
 1941 E. 61st St N
 Park City, KS 67219-2499
 316.744.2026 • fax 316.744.3865

Request for Trade Contractor License

License Year	2023
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Business	Phone	Date of application
_____	_____	_____
Name	Phone	
_____	_____	
Address	Cell Phone	
_____	_____	
City State Zip	Email	

TRADE LICENSE TYPES – Check type

_____ Electrical	_____ Gas Fitting
_____ Mechanical (HVAC and or Refrigeration)	_____ Drain Laying Contractor
_____ Plumbing	_____ LP Gas
	_____ Lawn Sprinkler

License Fees: A fee of **\$100.00** per year or any portion thereof shall be paid to the City of Park City prior to issuance of a license. Extra fees are required if more than one class of license is issued. Unless renewed, all licenses expire on the 31st day of December of each year. A fee of **\$25.00** is charged on all new applications for trade licenses. The City will accept checks or cash. Credit Card payments can be made in person or by FAX; with a follow-up phone call. There is a \$2.50 convenience fee charged by the credit card company. **DO NOT PUT CREDIT CARD INFORMATION ON YOUR APPLICATION;** a clerk will call you for processing.

COPIES OF THE FOLLOWING ARE REQUIRED:

Certificate of Insurance		City, County, ICC or Block License No.	
Insurance Expiration Date		Expiration Date	
If your Certificate of Insurance or City, County, ICC or Block License has expired you MUST provide a copy with your application.			

The City of Park City recognizes and will honor equivalent City of Wichita, Sedgwick County, International Code Council, International Association of Plumbing & Mechanical Officials and Block & Associates certificates as proof of qualifications. **The following individuals are authorized to sign for permits that are issued to this company:**

1. _____
 (Print Name) (Sign Name) (Date)
2. _____
 (Print Name) (Sign Name) (Date)

The following individual is the Master Certificate holder responsible for compliance with the ordinances of the City of Park City, Kansas.

_____	_____
Master (Print Name)	Signature Required
_____	_____
City, County, ICC, IAPMO or Block License No.	Expiration Date

For Office Use Only	
Class of License	New Contractor Fee \$25.00 \$
License #	2023 License Fee \$100.00
	Certificates at \$12.50 each \$