

City of Sioux Falls
Application for Inactive Building Contractor
Website: www.sioxfalls.gov/building

This application must be typewritten or printed in ink.

Inactive Residential Building Contractor

Inactive Roofing and Repair Contractor

Applicant Information

Full Name _____ Date of Birth _____
 First Middle Last

Home Mailing Address _____

City _____ State _____ Zip _____

Home Phone Number _____ Cell Phone Number _____

Email Address _____

Previous or Current Employer Information

What was the business name
you were licensed under as a
Contractor? _____

—OR—

What date did you take the exam? _____

Oath/Signature

I hereby declare that any statements herein are true and complete, with the same effect as though given under oath.

Applicant's Signature

Date

Space below reserved for office use

Receipt Number _____

List Verified _____

Fee \$ _____

Assigned License Number _____

Date License Mailed _____

Application Instructions for Inactive Contractors

City of Sioux Falls

General:

Persons may apply for and take the contractor's examination, and upon passing examination and paying the appropriate license fees may be issued an inactive contractor's license.

An inactive license does not allow such persons to do work as a building contractor. It does, however, allow such persons to hold a current license with the Planning and Development Services department to avoid retesting upon reinstatement of the contractor's license.

License renewal is triennial and continuing education is required once during each licensure period. No inactive construction supervisor shall have his license renewed until he has completed a minimum of one-hour attendance at a course that is approved by the Building Official, or has retaken and passed the construction supervisor's examination and paid the examination and license fee required for a new license.

Applications cannot be processed until the fee is submitted. License processing takes approximately two weeks.

License Application:

This form must be fully completed, signed, and dated by applicant.

License Fee:

\$25.00

Make check or money order payable to the City of Sioux Falls.

Expiration:

License expires on March 1 every third year, currently expiring March 1, 2025, then again March 1, 2028.

Mail To:

Planning and Building Services
Attention: Licensing
231 North Dakota Avenue
P.O. Box 7402
Sioux Falls, SD 57117-7402
605-367-8672
licensing@siouxfalls.gov
www.siouxfalls.gov/building

FAX/EMAIL APPLICATIONS

(This section to be completed for application by fax or email only.)

Charge to: MasterCard Visa Discover

Card Number: _____

Expiration Date: _____ / _____

Three- or four-digit security code that is printed on the back side of the credit card: _____

Charge amount: \$ _____

Cardholder's Name (print name as it appears on card)

Authorized Signature

Date

This fee is being paid by: Applicant Employer

Planning and Development Services Licensing

Fax Number 605-367-8737

Email: licensing@siouxfalls.gov