

Town of   
**Johnstown**  
**2020**

**TOWN OF JOHNSTOWN**  
**MUNICIPAL CODE Sec. 6-2. Persons subject to license.**

A license or permit is required for the maintenance, operation or conduct of any business or establishment, or for doing business or engaging in any activity or occupation, any person shall be subject to the requirement if by himself or herself or through an agent, employee or partner, he or she holds himself or herself forth as being engaged in the business or occupation, or solicits patronage therefor, actively or passively, or performs or attempts to perform any part of such business or occupation in the Town.

**The Town of Johnstown has prepared the attached Contractor License application for your use.**

- Fill out the form completely and include your \$100.00 contractor license fee payable to the Town of Johnstown. **You must attach a copy of your Insurance Liability.**
- Any errors or omissions may result in the application being returned to you, thus delaying the time necessary to receive your license. The license number will be designated by the town when the application is processed.
- Food service businesses are required to obtain a permit from the health department. Contact your County Health Department for further information.
- ***(Sole Proprietors only): Included is an affidavit to prove Lawful Presence, a copy of a picture ID is required at the time of application.***
- Should you encounter problems filling out the forms or if you have any questions about the approval process for this type of license please contact the Permit Technician at 970-587-4664.
- The Town of Johnstown's current sales tax rate is 3%. However, if your business provides service in Larimer County, the sales tax rate of .08% is also included. The State of Colorado new business assistance center, <http://colorado.gov> 303-894-2200, provides useful information on other aspects of starting a business.
- For information regarding a state sales tax license or trade name registration, contact the Colorado Department of Revenue at 303-238-7378.
- Signs for your business require a permit. For information on sign requirements for your location, please call Johnstown Town Hall at 970-587-4664 or consult our website at [www.townofjohnstown.com](http://www.townofjohnstown.com) for sign regulations in our municipal code.

OFFICE USE

Lic. # \_\_\_\_\_  
Fee: \$ 100.00

## 2020 JOHNSTOWN CONTRACTOR LICENSE

### GENERAL LICENSING FEE

CONTRACTOR MEANS ANY PERSON, FIRM, PARTNERSHIP, CORPORATION, ASSOCIATION, OTHER ORGANIZATION OR ANY COMBINATION THEREOF, THAT PERFORMS CONSTRUCTION WITH THE TOWN

.....\$100.00 per year

PLEASE TYPE OR PRINT CLEARLY

Business Name: \_\_\_\_\_ Owner's Name: \_\_\_\_\_

Business Address: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Address City, State, Zip

Mailing Address: \_\_\_\_\_  
Address City, State, Zip

Address of Owner: (if different) \_\_\_\_\_  
Address City, State, Zip

Business Phone: \_\_\_\_\_ Other Contact Name & Number: \_\_\_\_\_

Describe in detail the nature of the business: \_\_\_\_\_

Start Date of Business: \_\_\_\_\_ Colorado Master License #: \_\_\_\_\_  
..... (if applicable)

### Type of Construction

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> General Contractor | <input type="checkbox"/> Electrical/Solar | <input type="checkbox"/> Heating/Mechanical         |
| <input type="checkbox"/> Plumber            | <input type="checkbox"/> Roofer           | <input type="checkbox"/> Lawn sprinkler/Landscaping |
| <input type="checkbox"/> Fire sprinkler     | <input type="checkbox"/> Signage          | <input type="checkbox"/> Other                      |

Number of Employees: Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Seasonal \_\_\_\_\_

Contact Person in Case of Emergency:

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

**\*\* The license will expire one year after date of issuance, and must be renewed each year. \*\***

← \_\_\_\_\_  
Applicant Signature Date

Building Department \_\_\_\_\_ Permit Tech: \_\_\_\_\_

## LAWFUL PRESENCE AFFIDAVIT

I, \_\_\_\_\_ swear or affirm under penalty of perjury under the laws of the State of Colorado that (check one): \_\_\_\_\_

\_\_\_\_ I am a United States citizen, or

\_\_\_\_ I am a legal Permanent Resident of the United States, or

\_\_\_\_ I am otherwise lawfully present in the United States pursuant to Federal law.

I understand that this sworn statement is required by law because I have applied for a public benefit. I understand that state law requires me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under Colorado Revised Statute 18-8503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Per HB 06S-1023, you *MUST* provide a copy of one of the following IDs with this Affidavit.**

- Colorado Driver's License
- Colorado ID card
- Military IDs
- Coast Guard mariner document
- Native American tribal document