



Construction Trades Qualifying Board

APPLICATION FOR INACTIVE STATUS

APPLICATION FEES

INACTIVE STATUS FEE..... \$ 150.00

**MAKE CHECK PAYABLE TO MIAMI-DADE COUNTY
REFUNDS NOT APPLICABLE FOR INACTIVE STATUS**

APPLICATION SUBMITTAL

Return this application and all supporting documents (if applicable) by mail to the Miami-Dade County Building Code Compliance Office, Contractor Licensing, 140 W. Flagler Street, Suite 1603, Miami, FL 33130-1563. You may also hand deliver documents to Contractor Licensing located on the 16th floor of the same building. If you have questions, please contact one of the following Contractor Licensing staff at (305) 375-2901.

Licensing Clerk
Licensing Clerk
Licensing Clerk
Licensing Clerk
Licensing Clerk
Licensing Clerk
Licensing Clerk
Supervisor

Dorothy Woon
Valease Spann
Lourdes Maytin
Alison Corvetto
Karen Jackson
DaShawn Williams
Rafaela Castellon
Shirley Brown

*For Engineering categories, return application and all supporting documents to the Public Works Department at 111 NW 1st Street, Suite 1510, Miami, FL 33128. For further information call (305) 375-2705.

FILING DATE

The completed application along with the supporting documents as required with the fee must be received at least thirty (30) calendar days before the next scheduled CTQB meeting.



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APPLICANT FINANCIAL HISTORY

(To be completed by the qualifying agent)

NOTE: Under the provisions of Section 10-6 of the Code of Miami-Dade County, certain affirmative conditions must be established for both the qualifying agent and the business entity being qualified including financial responsibility before the Construction Trades Qualifying Board (CTQB) can issue a contractor's business certificate of competency. A credit investigative agency under contract will be forwarded some of the information contained in this application in order to provide a credit report. The information below will also be reviewed by the CTQB.

TYPE or PRINT (must be legible)

1. _____
 Full legal name of qualifying agent Social Security No. _____

 Home address: Street City, State, Zip Code Home Telephone No. _____

 Driver's License No. _____

 Date of birth _____ Marital Status _____ No. of Dependents _____

2. _____
 Name of Business Qualifying

 Business Address: Street City, State, Zip Code Business Telephone No. _____

The following questions pertain to the business you are qualifying,

3. a. Line of Business 3a. _____

b. Federal Identification No. 3b. _____

c. How long established? 3c. _____

d. Position or Title 3d. _____

e. Nature of work 3e. _____

4.	CREDIT REFERENCES	ADDRESS (City and State)	YES	NO	HIGHEST BALANCE / CREDIT LIMIT
1.	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____/____
2.	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____/____
3.	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____/____

5.	Bank (s) (Name, Address, City & State)	Type of Account	Still Active?
		Checking Savings	Yes No
1.	_____	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2.	_____	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3.	_____	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>



6. Have you as an individual, or as a member of a firm, or as an officer or director of a corporation within the past five years refused to pay valid bills? Yes No
- a. In the last five years have you or any member of the business entity, officer or director of the corporation had any connection with any organization which said person was responsible for, been adjudicated bankrupt, or is any such person or organization presently in the process of bankruptcy proceedings? Yes No
- b. Do you the qualifying agent or any member of the firm, officer or director of the corporation had any connection with any organization which said person was responsible for, have any unpaid past-due bills or claims for labor, materials or services, as a result of construction operations? Yes No
- c. In the last five years have you had any liens or judgments? Yes No
- d. Satisfied? Yes No Disposition _____

- e. What other debts to your knowledge do you owe?

× _____
Signature of Qualifier

