



**DENVER**  
THE MILE HIGH CITY

**Community Planning and Development**  
Contractor Licensing  
201 W Colfax Ave, Dept 205, Denver, CO 80202  
Phone 720-865-2770 Fax 720-865-2791  
[www.denvergov.org/Contractor\\_Licensing](http://www.denvergov.org/Contractor_Licensing)

## **SUPPORTING DOCUMENTS REQUIRED FOR A CORPORATION**

### **AT TIME OF LICENSE APPLICATION**

Submit the following documents from the Colorado Secretary of State,  
1700 Broadway, Ste #200, Denver, CO 80202 (303-894-2200) [www.sos.state.co.us](http://www.sos.state.co.us)

#### **CORPORATION (In State)**

1. Current Articles of Incorporation showing the filing with the Colorado Secretary of State.
2. If doing business under an Assumed/Trade name, a validated Certificate of Assumed/Trade Name must also be submitted.
3. Also submit a notarized copy of Corporate Minutes showing a complete list of company officers.
4. If the Corporation has been registered with the State for 1 year or more, please submit a current Annual Report.

#### **Foreign Corporations, Limited Liability Companies (LLC), and Partnerships (Out of State)**

1. Statement of Foreign Authority showing the filing with the Colorado Secretary of State (dated within the past year).
2. If doing business under an assumed name, a validated Certificate of Assumed/Trade Name must also be submitted.
3. Also submit a notarized copy of Minutes of a meeting showing a complete list of company officers of the Corporation, members of the LLC, or Partners if a Partnership.
4. If the Corporation, LLC, or Partnership has been registered with the State for 1 year or more, please submit a current Annual Report.

Rev. 2/15/09