



DENVER
THE MILE HIGH CITY

**Community Planning and Development
Office of the Manager**

Contractor Licensing
201 W Colfax Ave, Dept 205, Denver, CO 80202
Phone 720-865-2770 Fax 720-865-2791
www.denvergov.org/Contractor_Licensing

RIGHT-OF-WAY LICENSE FEES

<u>Type of License</u>	<u>Type of Fee</u>	<u>Fees</u>
ROW Excavator	License Fee	\$50.00
ROW Cement Sidewalk	License Fee	\$50.00
ROW Paving	License Fee	\$125.00
ROW Special	License Fee	\$50.00
ROW General	License Fee	\$200.00
ROW Structural	License Fee	\$100.00
Sewer Contractor	License Fee	\$50.00

STEPS TO APPLY FOR A RIGHT-OF-WAY LICENSE

1. Complete all the forms and return them to Contractor Licensing, 201 W. Colfax Ave, Dept. 205, Denver, CO 80202. Do not forget to sign and date the application. Be sure to answer completely all questions on the "Statement of Experience". Use "N/A" in answering questions that do not apply in your situation. All affidavits must be notarized. If it is a co-partnership, corporation or llc, the Company Affidavit must be filled out (at top of page). The seal must be included on the Corporation affidavit.
2. All bonds must be done on the Original bond form and stamped with the surety company's seal. Be sure the bond is issued in the individual or company name you will use when applying for permits. If you have a corporation, the bond must be signed by two (2) corporate officers and the corporate seal included. The bonding company must attach a power of attorney to the bond.
3. Include a copy of your Certificate of Liability Insurance with the City and County of Denver listed as additionally insured. See additional sheet for insurance requirements.
4. Include the appropriate fees with your application. Checks or money orders should be made payable to "Manager of Finance". NO CASH. All licenses renew one year from month of issue.
5. If you are applying for a General or Paving Contractor License, we need a list of equipment (owned or rented) used in your business.
6. If you are applying for a Sewer or General License, the Employee Trade License Verification form must also be filled out and attached to application. It is a requirement for a Sewer or General license that you have a State of Colorado Licensed Master Plumber or Denver Certified Drain layer Supervisor in your employ at all times.
7. Upon approval, your license will be issued.





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APPLICATION FOR PUBLIC RIGHT-OF-WAY LICENSE

Please print in ink or type:

1. License Classification _____
2. Name (Exactly as it will appear on License) _____
3. Business Address _____ Phone # _____
Local Address and Phone # if different from above _____
4. Business set up as: ___ Individual ___ Partnership ___ Corporation ___ Other
5. Year for which license is first sought or renewed _____

PERSONNEL OF APPLICANT

(If the applicant is an individual, we need the information regarding that individual; if a partnership, all members of the partnership; if a corporation, the president, vice-president and secretary.)

NAME (First, Middle initial, Last)	TITLE	DATE OF BIRTH	RESIDENCE ADDRESS AND PHONE #

ENCLOSURES:

License fee (see fee schedule) _____ Signed _____
 Original City & County of Denver Bond Form _____
 Certificate of Liability Insurance _____ Title _____
 Equipment List (General or Paving) _____
 Employee Trade License Verification (Sewer/General) Date _____

(Official Use Only – Do Not Write Below This Line)



Approved By: _____ Date: _____

STATEMENT OF EXPERIENCE

Submitted By _____ (A Corporation)
 (A Co-partnership)
 (An Individual)

Company Name _____
 Principal Office Address _____

The signatory of this questionnaire guarantees the truth and accuracy of all statements and of all answers to interrogatories hereinafter made.

1. How many years has your organization been in business as a contractor under your present name? _____
2. How many years experience in _____ construction work has your organization had:
 A. As a general contractor? _____
 B. As a subcontractor? _____
3. Show the projects your organization has completed during the past five years or the latest 10 projects:
 (Use extra sheets if necessary)

YEAR	TYPE OF WORK	CONTRACT AMOUNT	LOCATION OF WORK AND FOR WHOM PERFORMED

4. Have you ever failed to complete any work awarded to you? _____ If so, where and why? _____

5. Has any officer or partner of your organization ever been an officer or partner of some other organization that failed to complete a construction contract? _____ If so, state name of individual, other organization, and reason therefore.

6. Has any officer or partner of your organization ever failed to complete a construction contract handled in his own name? _____ If so, state name of individual, name of owner, and reason therefore. _____

7. In what other lines of business are you financially interested? _____

8. For what corporations or individuals have you performed work, when, and to whom do you refer? _____

- _____
- _____
9. For what cities have you performed work, when and to whom do you refer? _____
- _____
- _____
10. For what counties have you performed work, when, and to whom do you refer? _____
- _____
- _____
11. For what State Bureaus or Departments have you performed work, when, and to whom do you refer? _____
- _____
- _____
12. For what U.S. Government Bureaus or Departments have you performed work, when, and to whom do you refer?
- _____
- _____
- _____
13. Name the persons with whom you have been associated in business as partners or business associates in the last five years. _____
- _____
- _____
14. What is the construction experience of the principal individuals of your present organization? (List below)

INDIVIDUAL'S NAME	PRESENT POSITION OR OFFICE IN YOUR ORGANIZATION	YEARS OF CONSTRUCTION EXPERIENCE	MAGNITUDE & TYPE OF WORK	IN WHAT CAPACITY

COMPANY AFFIDAVIT

If a corporation, answer this:
 Capital paid in cash \$ _____
 When incorporated _____
 In what state _____
 President's name _____
 Vice-President's name _____
 Secretary's name _____
 Treasurer's name _____

If a co-partnership, answer this:
 Date of Organization _____
 State whether partnership is general, limited or association _____
 Name, address and age of partners:

AFFIDAVIT FOR CO-PARTNERSHIP

State of _____) ss.

County of _____) ss.

_____ being duly sworn, deposes and says: That he is a partner of the partnership of _____ that said partnership submitted the foregoing statement of experience and financial condition: that he has read the same, and that the same is true of his own knowledge.

Sworn to before me this _____ day of _____ 20_____.

Notary Public

Member of firm must sign here

Name of firm

The foregoing statement and affidavits
are hereby approved.

Remaining members of firm sign here
(Applicants sign exactly as proposals
and contracts will be signed)

AFFIDAVIT FOR CORPORATION

State of _____) ss.

County of _____) ss.

_____, being sworn, deposes and says: That he is _____

Official Capacity of _____ the corporation submitting the foregoing statement of experience and financial condition: that he has read the same, and that the same is true of his own knowledge.

Sworn to before me this _____ day of _____ 20_____.

Notary Public

Officer must sign here
Note: Use full corporate name
and attach corporate seal

AFFIDAVIT FOR INDIVIDUAL

State of _____) ss.
County of _____) ss.

_____ being duly sworn, deposes and says: That he is the person submitting the foregoing statement of experience and financial condition; that he has read the same, and that the same is true of his own knowledge.

Sworn to before me this _____ day of _____ 20_____.

Notary Public

Applicant must sign here
(Applicant must sign exactly as proposals and

Sole Proprietors and Individuals must also submit a notarized copy of their Driver's License or Colorado state ID and a notarized copy of the attached Lawful Presence Affidavit with their application. If the applicant appears in person with an original secure and verifiable form of ID and signs the Affidavit of Lawful Presence at our office it will not be necessary to notarize these documents.

AFFIDAVIT OF LAWFUL PRESENCE IN UNITED STATES

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 Permanent Resident of the United States, or
- I am lawfully present in the United States pursuant to Federal Law, according to the following type of authorization:

I understand that this sworn statement is required by law because I have applied for a license or permit which falls under the definition of a public benefit. I understand that Colorado state law requires me to provide one of the following forms of proof that I am lawfully present in the United States prior to receipt of this benefit:

- ∞ **Any Colorado Driver License, Colorado Driver Permit or Colorado Identification Card, expired one year or less. (Temporary paper license with invalid Colorado Driver's License, Colorado Drivers Permit, or Colorado Identification Card, expired one year or less is acceptable).**
- ∞ **Out-of-state photo driver's license or photo identification card, photo driver's permit expired 1 year or less.**
- ∞ **U.S. Passport expired less than 10 years.**
- ∞ **Valid foreign passport with I-94 or valid processed for I551 stamps.**
- ∞ **Valid I551 Resident Alien/Permanent Resident card. No border crosser or USA B1/B2 Visa/BCC cards.**
- ∞ **Valid I688 Temporary Resident, I688B, and I766 Employment Authorization Card with intact photo.**
- ∞ **Valid US Military ID (active duty, dependent, retired, reserve and National Guard).**
- ∞ **Tribal Identification Card with intact photo. (U.S. or Canadian).**
- ∞ **Certificate of Naturalization with intact photo.**
- ∞ **Certificate of (US) Citizenship with intact photo.**

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 § 18-8-503 and it shall constitute a separate criminal offense each time a public benefit is received. Furthermore, I understand it is unlawful for me to offer, use or attempt to offer or use any evidence of my identification where such identification is false, fraudulent or incorrect in any manner or way, or which misrepresents me, or which does not belong to me, or which is altered, forged, defaced, or changed in any respect; except such changes as are required or authorized by law; such unlawful use or offer of false identification is punishable under the criminal laws of the City & County of Denver under Denver Revised Municipal Code § 38-3.

IF NOT APPEARING IN PERSON, SIGNATURE MUST BE WITNESSED BY NOTARY

Signature of Affiant	Date
STATE OF COLORADO)	
CITY AND COUNTY OF DENVER)	S.S. SEAL

Subscribed and sworn to before me on this _____ day of _____, 20_____

NOTARY PUBLIC: _____ My commission expires: _____