
CONTRACTOR INFORMATION NEEDED PRIOR TO OBTAINING PERMITS

GENERAL CONTRACTOR FOR PROJECTS OVER *\$24,999 AND ALL TRADE SUB-CONTRACTORS:

*project cost is equal to total labor and materials

1) A Business Tax License

\$0 – \$2,999	No business license required
\$3,000 - \$9,999	Minimal Activity License
\$10,000 – \$50,000	TN State (AKA County) Business license (In-state contractors only)
\$50,000.01+	Johnson City business license + TN State (AKA County) Business license; <i>[City Code 12-102, TCA 67-4-723(b)(1), TCA 67-4-717(b), TCA 67-4-717(c)(3), TCA 67-4-709(4)(A)(i)]</i>

➤ For all business license questions, please call our Finance Department, 423-434-2393

2) \$10,000 Surety Bond between contractor and the City of Johnson City ([City Code 12-102](#))

- City surety bond form to be completed by an Insurance company
- **A bond form must be filed for each trade a single Contractor performs.**

3) A copy of a State of Tennessee Contractor's License, including Limited Licenses (TCA 62-6)

GENERAL CONTRACTOR FOR PROJECTS UNDER *\$25,000 (\$0-\$24,999):

1) 1 & 2 Above

➔ Please send the above documents to Permits@JohnsonCityTN.org

Contractor Name / Company: _____

Contact Name: _____

Mailing Address: _____

Phone / Cell #: _____ Office #: _____

Primary Email Address: _____

Please Note: Any plans requiring review should expect a minimum of five (5) business days prior to approval and issuance of a permit.