

**CONTRACTOR INFORMATION
NEEDED PRIOR TO OBTAINING A PERMIT**

**FOR GENERAL CONTRACTORS WITH PROJECT VALUATIONS OVER *\$24,999
AND FOR ALL TRADE SUB-CONTRACTORS:**

*Per ICC Building Valuation Data

- 1) **\$10,000 Surety Bond** between contractor and the City of Johnson City ([City Code 12-102](#))
 - Johnson City’s specific Surety bond form must be completed by an Insurance company
 - **A bond form must be filed for each trade a single Contractor performs.**
- 2) **Business Tax License** (cumulative valuation of permits pulled within a calendar year)

\$0 – \$2,999	No business license required
\$3,000 - \$100,000	Minimal Activity License
\$10,000 – \$100,000	TN State (AKA County) Business license (In-state contractors only)
\$100,000.01+	Johnson City business license + TN State (AKA County) Business license;

*[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), TNDOR NOTICE #23-08] ***It is the permit applicants’ responsibility to confirm all amounts due to any non-City entity with said entity***

 - For all business license questions, please call the Finance Department, 423-434-2393
- 3) **Tennessee State Contractor’s License**, including Limited Licenses (TCA 62-6)
- 4) **Proof of worker’s compensation or exemption**

FOR GENERAL CONTRACTORS WITH 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.

