

The City of Tallahassee Growth Management Department offers many ways to update or register a new Contractor License. Because Contractor Licensing data is shared between the City of Tallahassee and Leon County you do not need to update your license with both. Below is a table of the Contractor Licenses which are maintained by the City of Tallahassee, along with their documentation requirements to be turned into our office. You will be contacted via email once the documentation has been processed.

Fax: (850)891-7029

Mail: City of Tallahassee, Building Inspection  
300 South Adams Street  
Box B-28  
Tallahassee, FL 32301

Email: [GrwthMgtSvcCtr@talgov.com](mailto:GrwthMgtSvcCtr@talgov.com)

In Person: 435 North Macomb Street  
Tallahassee, FL 32301

	State License	Workers Comp Insurance or Exemption	General Liability Insurance	Contractor Registration & Requirements Form	Contractor Authorization form or Permit Specific Authorization Letter <sup>1</sup>	Installer Card or Master Qualifier License	DMV Installer Card	Sediment & Erosion Control Certificate	Sediment & Erosion Control Registration Requirements
All Certified Contractors <sup>2</sup>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Master Gas Fitters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Liquid Petroleum Contractor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Registered Electrical Contractor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Registered Electrical Specialty Contractor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Registered Mechanical Contractor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Registered Plumbing Contractor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sprinkler Contractor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alarm Contractor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mobile Home Installer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sediment & Erosion Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

### Special Notices:

- The [Contractor Authorization form](#) or Permit Specific Authorization Letter must be an original. If you choose to use a [digital notary or digital signatures](#) the document may be emailed to us, otherwise it should be mailed or personally turned into our office.
- We no longer accept new Registered Electrical, Electrical Specialty, Mechanical, or Plumbing Contractors.
- [Workman's Compensation Certificates](#) for out of state contractors must list Florida as a covered state.
- Employee Leasing Agent or third party insurance providers must provide a roster of [covered employees](#), including the licensed qualifier.
- General and building contractors must maintain \$300,000 liability insurance and \$50,000 property damage insurance. All other categories must maintain \$100,000 liability and \$25,000 property damage insurance, or in amounts as defined by [board rule](#).
- A Certificate of General Liability Insurance, should show the Certificate holder as:

*City of Tallahassee, Building Inspection  
300 South Adams Street Box B-28  
Tallahassee, Florida 32301*

<sup>1</sup> The Permit Specific Authorization Letter must be signed by the qualifier, include the license number and be on letterhead.

<sup>2</sup> Certified Contractors may choose to register with the City of Tallahassee or Leon County.