

To expedite the licensing process, the City of Lander Building Official kindly requests that you complete this form. Please include all information to assist the Building Official in completing your License.

City of Lander  
 240 Lincoln St  
 Lander, WY 82520  
 (307) 332-2870 Fax: (307) 332-1554  
 mlogue@landerwyoming.org

**CITY OF LANDER**

**HVAC CONTRACTOR LICENSE  
 APPLICATION INFORMATION**

TO BE COMPLETED BY CITY  
 SUBMITTAL DATE:

<b>Name of Company</b>	<b>Company Address</b>	<b>Company Phone Number</b>
		<b>Company Email</b>

Type of License:      Master \_\_\_\_\_      Journeyman \_\_\_\_\_      Apprentice \_\_\_\_\_

Names of Each:

**Qualifications of Licensee.** - HVAC contractor's, master HVAC mechanics and journeyman HVAC mechanics license shall be issued by the licensing authority only to persons who pay the required fee therefore and who present a certificate from the International Code Council (ICC) of having passed their testing. Provided that no person holding a valid license with the City of Lander as of April 26, 1994 shall be required to take and pass the examination, for so long as their license is kept current.

Any licensed HVAC contractor desiring to employ indentured apprentice HVAC mechanics to assist master or journeyman HVAC mechanics shall register the names and addresses of such apprentice mechanics with the Building Inspector and a license for such apprentice HVAC mechanic shall be issued upon the condition and with the restriction that the apprentice HVAC mechanic shall work only in the presence of and under the immediate supervision of a master or journeyman HVAC mechanic.

**Fees.** - The fee for each HVAC mechanic license issued shall be as follows:

- Initial License Fee ..... \$350
- HVAC Contractor ..... \$200 (a separate fee must be paid for each firm doing business in the City)
- Master HVAC Mechanic .... \$ 50
- Journeyman HVAC Mechanic \$ 20
- Apprentice HVAC Mechanic \$10

**Term of License.** - All licenses provided for in this Chapter shall be granted for a period of one year from July 1 to June 30 of each year, except for the initial year if the initial year is only a fraction of the year. The initial year shall be from the time the license is granted to June 30<sup>th</sup> of the first year. The license fee for the initial year if not a full year shall be prorated on a quarterly rate of the annual fee. A license may be renewed at any time by payment of the license fee and filing with the Building Inspector a copy of license issued by the State of Wyoming which will be current for the period of the renewal license.

**Bond Requirement for Contractors.** - Every applicant for issuance or renewal of an electrical contractor, plumbing contractor, building contractor, refrigeration repair work or HVAC contractor license, pursuant to chapters 6, 7, 8, 10 or 11 of this title before such license shall be issued or renewed, shall furnish a bond to the City of Lander in the amount of **\$10,000**. Said bond shall be met by the posting of either a cash bond or a surety bond which shall name to the City of Lander as payee. The bond shall be conditioned that the licensee will comply with the requirements of this title, and the city, or any person damaged by failure of licensee to comply with such requirements, may be in its or his own name and for its or his own benefit upon such bond.

DATE: \_\_\_\_\_

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature