

Required for Hanover Township Licensing

- 1) -Application to be filled out in its entirety.
- 2) -Copy of insurance with Hanover Township names certificate holder
-Contractors name must be on certificate of insurance
- 3) -Copy of license
-If contractor does not have a license from a testing municipality(not a registration), two letters of recommendations are required from two contactors on their letterhead
-If applicant has a contractors license from a testing municipality, Hanover Township waives the two letters of recommendation. Applicant must submit a copy of their Wilkes Barre or Scranton current license.
- 4) -Act 44 to be filled out in its entirety
-If contractor is self employed he must have his social security number
-If contractor has employees he must have his federal ID number
-Affidavit of exemption for contractors that are self-employed stating they have no employees working for them and if they should hire someone they will submit insurance with Workman's Compensation. Affidavit must be notarized.
- 5) -Take valid licensing test.

HANOVER TOWNSHIP CODE ENFORCEMENT

1267 SANS SOUCI PARKWAY HANOVER TOWNSHIP, PA 18706

Code Enforcement Officer
(570) 825-1245

Code Clerk
(570) 825-1247

Property Maintenance
(570) 825-1240

Electrical Inspector
(570) 825-1244

Date: _____

Application for License

I hereby make application for a *License* to do work in the Township of Hanover as:

Master Plumber Master Electrician General Contractor
 Journeyman Plumber Journeyman Electrician Jobbing Contractor
 Master HVAC Residential Electrician Residential Construction
 Residential HVAC Mechanical Contractor

* Specialty- Fence Roofing Pump/Tank Demolition Steel Erectors
 Sign Pool Excavation Masonry

One Time Job License- _____
Job Address- _____

Applicant: _____ Renewal/License Number: _____

Address: _____

Age of Applicant: _____ Telephone Number: _____

Holding Valid License: _____ Years of Experience: _____

Name of Firm, Corporation, and Address: _____

Address: _____

Owner/President of the Company and Address:

Previous Employer/Self Employed: _____

Letters of Recommendation received from: _____

Amount of Public Liability Insurance: _____

Name/Address of Liability Insurance: _____

Signature of Applicant: _____

Approved/Denied: _____

Fee Paid: _____

Code Enforcement Officer