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Community and Economic Development Department – Building Division

## **SUBCONTRACTOR LIST**

### **Subject: Project Business License Log**

Included within the City of Pittsburg Municipal Code is Chapter 5.04 “Business Licenses”. Subsequently, “it is unlawful for a person to transact and carry on a business, trade, profession, calling or occupation in the city without a license from the city for this purpose and paying the license tax prescribed in this chapter, or without complying with all applicable provision of this chapter”.

As a matter of compliance, please utilize the attached form and provide a complete list of all contractors who are associated with this project. It should then be **UPLOADED** to your electronic building permit within the online permitting portal. Please note that a valid business license must be verified for all prime and subcontractors prior to an inspection being scheduled for their specific trade.

Experience has shown that addressing this issue at the onset helps to eliminate future delays. Your cooperation in this matter is appreciated.

Respectfully,

Nick Henderson  
Chief Building Official  
City of Pittsburg

Scan for quick access to the  
online permitting / licensing portal



