



# Contractor Registration

**City of Harker Heights**  
Building Department  
305 Miller's Crossing  
Harker Heights, TX 76548  
Phone: (254) 953-5600  
Email:  
planning@harkerheights.gov

**APPLICATION FOR CITY REGISTRATION**  
PERMITS CAN BE APPLIED FOR ON [MYGOVERNMENTONLINE.ORG](http://MYGOVERNMENTONLINE.ORG)  
with the help desk # 866-957-3764  
Fee: \$75.00 + \$10.00 Technology Fee = \$85.00  
First time applicants must also provide one of the following:  
● DBA (Doing Business As)  
● Certificate of Incorporation  
● LLC Paperwork  
 First Time Applicant     Renewal    Update Information Only (no fee)  
**\*State law prohibits municipalities from charging registration fees for certain state licensed trades.**

## Business Information

**Company Name:** \_\_\_\_\_  
**Mailing Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**Physical Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**Office Phone:** \_\_\_\_\_ **Business E-mail:** \_\_\_\_\_

## License Holder Information

**License Holder Name:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_  
**State License #:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_

## Type of License

General                       Mechanical                       Irrigator  
 Plumbing                       Master Electrician

## Additional Authorized Persons

Please list all individuals that are authorized to apply for and pick-up permits on behalf of your company.

Name: _____	Phone#: _____	E-Mail: _____
Name: _____	Phone#: _____	E-Mail: _____
Name: _____	Phone#: _____	E-Mail: _____

**If principal business is Plumbing, Electrical, Mechanical (HVAC), Lawn Irrigation, or any other trade requiring state licenses; a copy must be submitted with this application. Your state license must be current or we will not issue or renew your license with the City of Harker Heights.**

**License expires December 31st of every year.**

**It is the contractor's responsibility to notify the City if any information on this application or addenda hereto is changed for any reason.**

**FOR ADDITIONAL INFORMATION OR QUESTIONS CONTACT THE OFFICE OF THE BUILDING OFFICIAL AT (254) 953-5600 or [planning@harkerheights.gov](mailto:planning@harkerheights.gov)**

\_\_\_\_\_  
**Signature of Applicant**                      **Printed Name of Applicant**                      **Date**