



# Declaration of Contractors and Subcontractors

Section 110.64 of the San Gabriel Municipal Code Requires **ALL** contractors to obtain a Business License from the City **BEFORE** engaging in any business in the City. It is the responsibility of the **PERMITTEE** to provide a list of all contractors with whom they have contracted and see that they have business licenses with the City of San Gabriel.

To receive the final approval of the permit, the permittee must submit this declaration to the Building Division. The Finance Department will then verify that all Contractors and Sub-Contractors have appropriate City Business Licenses in order to obtain project clearance. The final inspection approval of building permit (s) or the issuance of a Certificate of Occupancy may be delayed until all the business license fees are paid.

Failure to obtain a City license will result in penalties per SGMC Chapter 110.19.

### **San Gabriel Municipal Code Chapter 110 Sections:**

#### § 110.02 LICENSE REQUIRED.

No person shall engage in any business liable to a license fee pursuant to the provisions of this chapter without having secured a proper license as prescribed in this chapter and without complying with all the regulations of such business as set forth in this chapter.

#### § 110.19 PENALTIES.

Any person engaging in any business without first obtaining a license to conduct such business shall, in addition to the license fee pay a penalty in amount to be set by Council resolution.

#### § 110.42 DELINQUENCY.

For failure to pay a license fee when due, the Finance Director shall add a penalty fee in the amount of 50% of the license fee for the first month of delinquency and a penalty of 10% of the license fee for each month thereafter until the license fee is paid. Such penalties shall be assessed on the last day of each month in which the fee is not paid after it has become due.

## **I CERTIFY UNDER PENALTY OF PERJURY THAT THE FOLLOWING IS A COMPLETE LIST OF CONTRACTORS WHO HAVE PERFORMED OR WILL BE PERFORMING WORK FOR THE PROJECT:**

Signature of Contractor

or Owner/Builder: \_\_\_\_\_ Date: \_\_\_\_\_

BLDG Permit #: \_\_\_\_\_ Date Issued: \_\_\_\_\_

Job Address: \_\_\_\_\_

Name of Owner: \_\_\_\_\_ Address: \_\_\_\_\_ Tel.# \_\_\_\_\_

Building Contractor or Owner Builder: \_\_\_\_\_

Address: \_\_\_\_\_ Tel.#: \_\_\_\_\_

CSLB #: \_\_\_\_\_ San Gabriel City Business License #: \_\_\_\_\_

### **CITY USE ONLY- FINANCE DEPARTMENT**

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All Contractors Reviewed and Approved

By: \_\_\_\_\_

Date: \_\_\_\_\_

