



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



Please list all contractors for this project and return it to the Building Division. Our division must approve your business license application prior to the **first building inspection**.

GENERAL CONTRACTOR (GC)/OWNER BUILDER INFORMATION

Name: _____

Address: _____

Job/Project Location: _____ GC City Business License #: _____

Will subcontractors be utilized on this project, yes/no: _____ If no, do not complete the table below.

Sub-contractor Name	Address	Contract Price	(CSLB) Contractor License #	(City) Business License #

Thank you in advance for your cooperation and quick response.