

REQUEST FOR DORMANT STATUS

INSTRUCTIONS

This request must be typewritten or legibly printed to be accepted. Please submit the request along with the **Request for Dormant Status fee of \$10.00** (all checks are payable to: Collier County Board of County Commissioners). For the license to be placed in a dormant status, the license must be up to date on all fees.

A dormant license must still be renewed by September 30th of each year and includes a dormant license renewal fee of \$130.00. Any renewal submitted after September 30th of each year will incur a late fee of \$20.00 per month. Licenses not renewed by December 31st will be placed in a suspended status. To reactivate the license, all the following will be required: a reinstatement application, an application fee, plus renewal and late fees.

ATTESTATION

As a licensed, non-practicing contractor in Collier County, I hereby request that my Collier County contractor license be placed in a dormant status. I understand that while in a dormant status, I shall not contract to, or offer to perform, any construction services for the public, either on my own account or as the qualifying agent of a construction company. I also understand that a dormant license must still be renewed by September 30th of each year.

Qualifier Name

Qualifier License #

Company Name

Company License #

Email Address

Phone Number

Qualifier Name (Please print)

Qualifier Signature

State of

County of

The foregoing instrument was acknowledged before me by means of _____ physical presence or _____ online notarization this
day of _____, _____, by _____.

Such person(s) Notary Public must check applicable box:

are personally known to me

has produced a current driver's license

has produced as identification

(Notary Seal)

Notary Signature