



**CITY OF HORSESHOE BAY**  
 1 Community Drive  
 P.O. Box 7765  
 Horseshoe Bay, Tx 78657  
 830-598-9959

**DEVELOPMENT SERVICES DEPARTMENT**  
 DEVELOPMENT PROJECTS/PERMITS/INSPECTIONS  
 PLATTING/PLANNING & ZONING/BOARD OF ADJUSTMENT  
 CODE ENFORCEMENT

# Electrical, Mechanical, Plumbing and Irrigation Contractors Registration Application

This is to certify that I, \_\_\_\_\_, hereby apply to the City of Horseshoe Bay to register as a (specify type) \_\_\_\_\_ contractor. I will comply with the provisions of all City Ordinances and any amendments thereto. I acknowledge that noncompliance of these ordinances may cause revocation of my Registration. I further understand it is my responsibility to obtain all proper building permits required for jobs performed by myself and any representative of my company prior to beginning work on any project. I will inform the property owner of the City's requirements to secure permits and call for inspections prior to beginning work on any project.

## Business Information:

Business Name: \_\_\_\_\_

Emails Address: \_\_\_\_\_

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

Phone #: \_\_\_\_\_

Master (Plumber/Electrician), Mechanical or Irrigator License Holder: \_\_\_\_\_

License # \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Electrical Contractor's License # \_\_\_\_\_ Expiration Date: \_\_\_\_\_

The following items must be submitted:

- Master, Mechanical or Irrigator License Card
- Government Issued Photo ID
- Certificate of Insurance-City of Horseshoe Bay must be listed as a Certificate Holder\*
- \$100 Registration Fee (one-time fee)

\*Current insurance registered with the Texas State Board of Plumbing Examiners is required for Plumbing Contractors  
 Plumbing/Electrical/Mechanical/Irrigation Contractors required insurance amounts shall equal State Board mandated requirements.



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## Registered Contractor Code of Ethics

Development Service's primary responsibility is to protect the health, safety, and welfare of our citizens through the oversight and regulation of the development and maintenance of our community. As such, the Development Services Department advocates that this commitment to excellence be demonstrated and adopted by all registered contractors and is embodied in the following Code of Ethics:

I, \_\_\_\_\_, will adhere to all the following:

- ❖ Support the Development Services Department by foremost ensuring the health, safety, and welfare of the community by providing the highest quality service and techniques.
- ❖ Avoid practices that could be harmful to the public, including providing or installing any building materials, products or techniques that are known to be defective, substandard, or likely to cause harm.
- ❖ Stay informed of changes of ordinances and codes related to building and safety standards of your profession and industry.
- ❖ Always maintain required insurance, registrations, licenses, or applicable certifications and provide documented proof to our citizens upon request.
- ❖ Always display fairness, truthfulness, integrity, and act in good faith in all development business relationships.
- ❖ Refrain from deceptive or dishonest behavior that creates an unfair advantage for your company or any other person, entity, or organization.
- ❖ Meet all contractual obligations in a timely and responsible manner.

The Development Services Director may take any action necessary to enforce these Code of Ethics to ensure the integrity of the Contractor Registration process.

Contractor's Signature \_\_\_\_\_ Date: \_\_\_\_\_