



How to Obtain a Contractor's License with the City of Seguin

A passing grade on the National ICC Contractor's Exam is required. Please see specific information below to determine which test to take.

Testing is available at a number of locations, specified by Pearson VUE, the test administrator. Tests are open book. International Building Code (IBC) and International Residential Code (IRC) books can be purchased at the www.iccsafe.org/store website. For specific test information, please view the National Contractor/Trades Examination Information Bulletin on ICC's website.

To sign up to take the test required for the City of Seguin licenses, GO TO THIS WEBSITE: www.pearsonvue.com. You will be required to set up an account in order to register to take the test or even see available dates.

The cost of the test is \$100.00 (subject to change).

To obtain a Commercial Builder License you must pass one of the following tests:

1. **National Standard General Building Contractor – N11** – 4 hr., 90 multiple choice, open book
2. **National Standard Building Contractor – N12** – 4 hr., 80 multiple choice, Residential and Commercial Code, open book

To obtain a Residential Builder License you must pass the following test:

3. **National Standard Residential Building Contractor – N13** – 4 hr., 80 multiple choice, open book

Once you have received a passing grade, the following requirements are also needed to become licensed:

- Contractor's Application (available at www.seguintexas.gov)
- Commercial License requires proof of \$1,000,000.00 general liability insurance, with the City of Seguin as the Certificate Holder.
- Residential License requires proof of \$300,000.00 general liability insurance, with the City of Seguin as the Certificate Holder.
- Copy of applicant's driver's license.
- The City of Seguin Contractor's Licenses fee is \$125.00. Renewal is a \$100.00 plus proof of 6 hours of approved Continuing Education.
- All licenses expire December 31st of each year.

Please visit www.iccsafe.org for the most up to date information based on the 2009 International Codes.