



## 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 Code (ICC) books can be purchased at the <http://shop.iccsafe.org/> website.

GO TO THIS WEBSITE: [www.pearsonvue.com](http://www.pearsonvue.com) to sign up to take the test required for the City of Seguin licenses. When on the website, specify the test you wish to take is International Code Council Contractor's exam. A passing grade on the General Building Contractor exam is required to obtain a Commercial Contractor's license from the City of Seguin. Residential Contractors not doing commercial work must pass the Residential Building Contractor's exam. Pearson VUE's phone number is 877-234-6082.

You will be required to set up an account to get your test instructions. 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. **N11 – National Standard General Building Contractor (A)** – 4 hours, 90 multiple-choice questions (Commercial only)
2. **N12 – National Standard Building Contractor (B)** – 4 hours, 80 multiple-choice questions (Commercial/Residential)
3. **N13 – National Standard Residential Building Contractor (C)** – 4 hours, 80 multiple-choice questions
4. **W11 – National Standard General Building Contractor (A)** – 4 hours, 90 multiple-choice questions (Commercial only)
5. **W12 – National Standard Building Contractor (B)** – 4 hours, 80 multiple-choice questions (Commercial/Residential)
6. **W13 – National Standard Residential Building Contractor (C)** – 4 hours, 80 multiple-choice questions

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

- Contractor's Application (available at [http://www.seguintexas.gov/planning\\_codes/detail/permit\\_center/](http://www.seguintexas.gov/planning_codes/detail/permit_center/))
- 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 license fee is \$125.00.

All licenses expire December 31<sup>st</sup> of each year. Renewal is \$100.00 if renewed on time plus proof of 6 hours of approved Continuing Education.

Please visit [www.iccsafe.org](http://www.iccsafe.org) for the most up to date information on the 2012 International Codes.

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City of Seguin Permits  
830-401-2435 or 830-401-2440