

**City of Henderson Neighborhood Services
Housing Programs**

240 Water Street Henderson, NV 89015

Phone: (702) 267-2000 Fax: (702) 267-2001

Contractor Application

CONTRACTOR INFORMATION

Company Name as Shown on License

Owner Name

DUNS Number (landscape contractors exempt)

Type of Business: General Contractor Electrical HVAC Plumbing Weatherization Other

If other, please explain

License Number License Type

Business Street Address

City State Zip

Business Mailing Address

City State Zip

Business Phone Alternate Phone

Fax E-mail

Social Security # or Federal Tax I.D. #

Bonding Capacity Bonding Company

Union? Yes No Years in Business

Do you presently have insurance for bodily injury and property damage? Yes No

If yes, insurance company name and address

Dollar amount for bodily injury Dollar amount for property damage

If you have any questions, please contact Holly Van Leeuwen at (702) 267-2010 or by e-mail at Holly.VanLeeuwen@cityofhenderson.com

**City of Henderson Neighborhood Services
Housing Programs**

240 Water Street Henderson, NV 89015

Phone: (702) 267-2000 Fax: (702) 267-2001

Contractor Application

Have you worked for the City of Henderson's Housing Programs before? Yes No

Name of company representative(s) authorized to sign legal documents

BANK REFERENCES

Bank Name Address
Phone Account Number

Bank Name Address
Phone Account Number

DISCLOSURE OF PRINCIPALS - Please list names of all officers, members or owners of company. You may attach additional pages if necessary.

Name Official Capacity
Address

Name Official Capacity
Address

Name Official Capacity
Address

Name Official Capacity
Address

If you have any questions, please contact Holly Van Leeuwen at (702) 267-2010 or by e-mail at Holly.VanLeeuwen@cityofhenderson.com

**City of Henderson Neighborhood Services
Housing Programs**

240 Water Street Henderson, NV 89015

Phone: (702) 267-2000 Fax: (702) 267-2001

Contractor Application

MATERIALS SUPPLIERS - Please list names of all materials suppliers you will be using. You may attach additional pages if necessary.

Name Phone

Address

Name Phone

Address

Name Phone

Address

Name Phone

Address

SUBCONTRACTORS - Please list names of all subcontractors you will be using. You may attach additional pages if necessary.

Name Phone

Address

Name Phone

Address

Name Phone

Address

Name Phone

Address

If you have any questions, please contact Holly Van Leeuwen at (702) 267-2010 or by e-mail at Holly.VanLeeuwen@cityofhenderson.com

**City of Henderson Neighborhood Services
Housing Programs**

240 Water Street Henderson, NV 89015

Phone: (702) 267-2000 Fax: (702) 267-2001

Contractor Application

RESIDENTIAL WORK HISTORY - Please list your three most recent RESIDENTIAL remodeling or rehabilitation jobs.

Name Phone

Address

Name Phone

Address

Name Phone

Address

The City of Henderson encourages minority and women owned business in its contracting activities. Many of our funding sources require us to report our utilization of these businesses. Please check all categories to which your company belongs:

- MOBE - Minority Owned Business Enterprise
- PBE - Physically Challenged Business Enterprise
- WOBE - Women Owned Business Enterprise
- SBE - Small Business Enterprise
- None of the Above

CERTIFICATION

I certify that, to the best of my knowledge and belief, all information that I have provided in this Contractor Application Packet is true and correct. I understand that the City of Henderson may confirm and retain the information contained herein. I HEREBY AUTHORIZE the City of Henderson to verify this information as a condition of qualification for participation in the Housing Programs.

Signature of License Holder

Date

Printed Name

**City of Henderson Neighborhood Services
Housing Programs**

240 Water Street Henderson, NV 89015

Phone: (702) 267-2000 Fax: (702) 267-2001

Section 3 Certification

Not Required for Weatherization Contractors

Section 3 is a provision of the Housing and Urban Development (HUD) Act of 1968, as amended in 1992, which requires that programs of direct financial assistance administered by HUD provide, to the greatest extent feasible, opportunities for job training and employment to lower income residents in connection with projects in their neighborhoods. Further, to the greatest extent feasible, contracts in connection with these projects are to be awarded to local Section 3 businesses. Section 3 is a tool for fostering local economic development, neighborhood economic improvement and individual self-sufficiency.

A Section 3 Resident is an individual who resides in the metropolitan area and who is a low income person.

A Section 3 Business Concern is a business:

- (1) That is 51 percent or more owned by Section 3 residents; **or**
- (2) Whose permanent, full-time employees include persons, at least 30 percent of whom are currently Section 3 residents, or within three years of the date of first employment with the business concern were Section 3 residents; **or**
- (3) That provides evidence of a commitment to hire permanent FT Section 3 employees in conjunction with the covered contract award or sill subcontract in excess of 25 percent of the dollar amount of the award to subcontractors that meet the Section 3 qualifications.

Company Name as Shown on License

Business Street Address

City State Zip

Business Phone Alternate Phone

Fax E-mail

License Number License Type

Does the contracting firm qualify as a Section 3 Business Concern? Yes No

Will the firm hire additional employees due to receiving contracts with the City of Henderson? Yes No

The City of Henderson strongly encourages Section 3 contractor participation and may provide bid preferences for Section 3 Business Concerns. If you are interested in becoming a Section 3 Business Concern, you may contact Michael Husted at (702) 267-2021 or by e-mail at Michael.Husted@cityofhenderson.com.

Signature of License Holder

Date

Printed Name

**City of Henderson Neighborhood Services
Housing Programs**

240 Water Street Henderson, NV 89015

Phone: (702) 267-2000 Fax: (702) 267-2001

Housing Programs Reference Letter

Reference/Homeowner Name

Address

City

State

Zip

The Contractor listed has submitted an application to the City of Henderson Housing Programs.

We are required to verify certain information in order to determine the contractor's eligibility for participation in the program. This information is for the exclusive and confidential use of the City of Henderson.

The contractor has listed you as a reference for work completed on your property. Please use the space below for comments you have regarding your satisfaction/dissatisfaction with this contractor and his/her work (e.g. quality of workmanship, organization, promptness of completion).

_____ **Reference/Homeowner Signature**

_____ **Date**

Contractor Name

Contractor Address

City

State

Zip

_____ **Contractor Signature**

_____ **Date**

_____ **Printed Name**

**City of Henderson Neighborhood Services
Housing Programs**

240 Water Street Henderson, NV 89015

Phone: (702) 267-2000 Fax: (702) 267-2001

Housing Programs Reference Letter

Reference/Homeowner Name

Address

City

State

Zip

The Contractor listed has submitted an application to the City of Henderson Housing Programs.

We are required to verify certain information in order to determine the contractor's eligibility for participation in the program. This information is for the exclusive and confidential use of the City of Henderson.

The contractor has listed you as a reference for work completed on your property. Please use the space below for comments you have regarding your satisfaction/dissatisfaction with this contractor and his/her work (e.g. quality of workmanship, organization, promptness of completion).

Reference/Homeowner Signature

Date

Contractor Name

Contractor Address

City

State

Zip

Contractor Signature

Date

Printed Name

**City of Henderson Neighborhood Services
Housing Programs**

240 Water Street Henderson, NV 89015

Phone: (702) 267-2000 Fax: (702) 267-2001

Housing Programs Reference Letter

Reference/Homeowner Name

Address

City

State

Zip

The Contractor listed has submitted an application to the City of Henderson Housing Programs.

We are required to verify certain information in order to determine the contractor's eligibility for participation in the program. This information is for the exclusive and confidential use of the City of Henderson.

The contractor has listed you as a reference for work completed on your property. Please use the space below for comments you have regarding your satisfaction/dissatisfaction with this contractor and his/her work (e.g. quality of workmanship, organization, promptness of completion).

Reference/Homeowner Signature

Date

Contractor Name

Contractor Address

City

State

Zip

Contractor Signature

Date

Printed Name