



BAY COUNTY COMPETENCY CARDS FOR STATE REGISTERED CONTRACTORS

Bay County Competency Cards expire on September 30th each year. To renew your competency card, please complete this form:

Name: _____

Company Name: _____

Address: _____

Phone #: _____ Cell #: _____ Fax #: _____

Email Address: _____

The following are required to be provided:

- 1. Proof of residency – (Bay County Voters Registration Card or Homestead Exemption Card)
2. Certificate of Liability Insurance for Bay County
3. Workers' Compensation Certificate or Exemption
4. Current State of Florida Registration
5. Check or Money Order for the renewal fee made payable to Bay County Builders' Services Division

Competency Cards will not be renewed without ALL of the above information being current and on file with our office.

Table with 2 columns: Category and Fee. Rows include Bay County Resident (\$60.00), Journeyman Cards (\$35.00), Non-Bay County Resident (\$225.00), Non-Florida Resident (\$400.00), and Inactive Status (1/2 regular fee).

Mail to: Bay County Builders' Services Division
840 W. 11th Street
Panama City, FL 32401
Attn: License Renewal

Please enclose a self-addressed, stamped envelope for return by mail.