



City of Woodland
 20225 COTTAGEWOOD ROAD
 DEEPHAVEN, MN 55331
 (952) 474-4755

GAS FITTERS LICENSE APPLICATION

_____ Year

The following information is required in order to obtain a permit for gas fitting in the City of woodland. City ordinance requires that all persons doing gas piping in Woodland be licensed:

1. Application for License [Below]
2. Certification of Compliance Minnesota Worker's Compensation Law [Form Enclosed]
3. \$2,000 Bond or copy of State Bond
4. Insurance Certificate in the amount of \$100,000/\$200,000/\$50,000 naming the City as Certificate Holder
5. **No** License Fee

LICENSE WILL NOT BE VALID UNTIL CURRENT BOND AND INSURANCE ARE ON FILE

I/We the undersigned hereby make application for a Gas Fitters license for a period of one year ending December 31, _____. For the purpose of obtaining such license I hereby represent that the following information, as required by ordinance, is true.

Business Name _____

Address _____

City _____ State _____ Zip _____ Phone _____

Cell _____ Fax _____

Ordinance No. 314.04: Applicant's training – Application for the license will include a description of the applicant's training and experience as a gas fitter: _____

Minnesota Tax Identification Number _____

If a Minnesota Tax Identification Number is not required for the business, indicate that by placing an X in the box.

Application must be signed with applicant's correct name. If a corporation, that fact must be shown and the officer signing is to show his office. If a partnership, all partner names must appear and at least one partner must sign.

Signed _____

Title _____

Partners _____

OFFICE USE ONLY

License No. _____ Date Received _____ Receipt No. _____

Certificate of Compliance Minnesota Workers' Compensation Law

PRINT IN INK or TYPE.

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in any activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. The required workers' compensation insurance information is the name of the insurance company, the policy number, and the dates of coverage, or the permit to self-insure. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

BUSINESS NAME (Individual name only if no company name used)	LICENSE OR PERMIT NO (if applicable)
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DBA (doing business as name) (if applicable) _____

BUSINESS ADDRESS (PO Box must include street address)	CITY	STATE	ZIP CODE
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YOUR LICENSE OR CERTIFICATE WILL NOT BE ISSUED WITHOUT THE FOLLOWING INFORMATION. You must complete number 1, 2 or 3 below.

NUMBER 1 COMPLETE THIS PORTION IF YOU ARE INSURED:

INSURANCE COMPANY NAME (not the insurance agent) _____

WORKERS' COMPENSATION INSURANCE POLICY NO.	EFFECTIVE DATE	EXPIRATION DATE
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NUMBER 2 COMPLETE THIS PORTION IF SELF-INSURED:

I have attached a copy of the permit to self-insure.

NUMBER 3 COMPLETE THIS PORTION IF EXEMPT:

I am not required to have workers' compensation insurance coverage because:

I have no employees.

I have employees but they are not covered by the workers' compensation law. (See Minn. Stat. § 176.041 for a list of excluded employees.) Explain why your employees are not covered: _____

Other: _____

ALL APPLICANTS COMPLETE THIS PORTION:

I certify that the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify that I am authorized to sign on behalf of the business.

APPLICANT SIGNATURE (mandatory)	TITLE	DATE
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NOTE: If your Workers' Compensation policy is cancelled within the license or permit period, you must notify the agency who issued the license or permit by resubmitting this form.
 This material can be made available in different forms, such as large print, Braille or on a tape. To request, call 1-800-342-5354 (DIAL-DLI) Voice or TDD (651) 297-4198.

City of Woodland

SECTION 314 LICENSING AND REGULATION OF GAS FITTERS

314.01 Definition. The term "Gas Fitter" means any person engaged in the business of installing, altering, repairing, testing or extending any fuel tanks, power plants, gas or oil piping or gas or oil appliance items or connections.

314.02 License Required. No person, firm or corporation may engage in the business of a gas fitter within the City without first obtaining a license.

314.03 Classes of Licenses. There are two classes of gas fitter's licenses: Class A and Class B.

Subd. 1. Class A. The holder of a Class A license may perform "Hayes Orsatt" safety tests on gas and oil burners and may, after first obtaining the proper permit, install, alter, repair, test or extend fuel tanks, power plants, gas or oil burners, gas or oil piping and gas or oil appliance items and connections, including clothes dryers, gas ranges, gas water heaters and barbecue grills.

Subd. 2. Class B. The holder of a Class B license may only install, alter or repair only gas or oil appliance items and connections, such as clothes dryers, gas ranges, gas water heaters and barbecue grills.

314.04 Issuance. Licenses will be issued according to the following requirements.

Subd. 1. Applicant's Training. Application for the license will include a description of the applicant's training and experience as a gas fitter.

Subd. 2. Examination. The Building Inspector may require the applicant to take an examination given by the Building Inspector to test the applicant's knowledge and experience as a gas fitter. If the examination is required, a score satisfactory to the Building Inspector will be a condition to issuance of the license. If the applicant does not obtain a satisfactory score, the applicant may not take the examination against within the next 30 days.

Subd. 3. Bond, Insurance. No license will be issued until the applicant has delivered to the City:

- (a) A performance bond in the amount of at least \$2,000 in favor of the City and in favor of all persons suffering damages by reason of the breach of the conditions of the bond. The bond will be in a form prescribed by the City and will be conditioned upon the faithful performance of all contracts performed in the City and upon compliance with this section. A copy of the bond given to the State for the issuance of a master plumber's license will satisfy the requirements of this Section.
- (b) A certificate of comprehensive liability insurance issued by an insurance company licensed to do business in the State and naming the applicant and the City as insured. The minimum limits of coverage for such insurance are:
 - (1) Each claim, at least \$100,000
 - (2) Each occurrence, at least \$200,000
 - (3) Property damage, at least \$50,000

This insurance must be kept in force during the term of the license and must provide for notification to the City 10 days before termination or cancellation. Any license issued under this Section will automatically be revoked upon notification of termination or cancellation of the insurance and will remain revoked until the required insurance is provided.

314.05 Duration. The license will be issued for a calendar year or the remaining portion thereof and will be renewable annually on or before January 1st of each year.

314.06 Revocation. The license may be revoked or refused renewal by the Council for cause. Any work done in violation of State Law or Section 314, or refusal on the part of a license to correct any defective work, may be cause for revocation of or refusal to grant or renew a license. Any revocation or suspension of or refusal to grant or renew a license may be appealed to the Council for a hearing on the matter conducted according to Section 300.05.

314.07 Transfer. No person, firm or corporation licensed under Section 314 may allow any other person, firm or corporation other than a bona fide employee to use the license.

314.08 Permits for Class A License Work. A person having a Class A license may do work which can be performed only with a Class A license only if a permit for the job is issued according to the following requirements.

- (a) At the discretion of the Building Inspector, the applicant for the job permit may be required to take and complete, to the satisfaction of the Building Inspector, an examination given by the Building Inspector.
- (b) A fee for the job permit will be paid according to Section 302.
- (c) Every permit issued under this Subsection 314.08 will expire in accordance with Section 300.06.