

FIRE DEPARTMENT

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Fire Chief

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FIRE PREVENTION BUREAU

January, 2010

Re: **Installation Contractor Registration Permit**

To All Contractors:

This letter is to advise you that your Installation Contractor Annual Permit issued by the City of Culver City Fire Department expired on December 31, 2008.

Please be aware that when submitting plans for a plan check, you will be required to renew this Annual Permit. Renewal consists of providing current proof of liability insurance and workers' comp., copies of both your Contractor Pocket License and your Wall License, and a copy of your Culver City Business License.

The Contractors State License Board is requiring that contractors prepare and sign a statement on their letterhead stating that the applicant is licensed under the provisions of Chapter 1140 §7031.5, giving the number of the license and stating that it is in full force and effect, or if the applicant is exempt from the provisions of this chapter, the basis for the alleged exemption.

To avoid delays you may choose to register in advance by mailing copies of the documents listed above and a check in the amount of \$156.00 (one hundred fifty-six dollars) made payable to the City of Culver City. Please send this to my attention and I will update and renew your account.

If you have any questions, feel free to call me at 310-253-5927.

Have a safe, happy and healthy new year!

Indiana

Indiana Sweda
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