CONTRACTOR APPLICATION

Please answer all questions and provide required documents below.

IMPORTANT

PLEASE ATTACH TO THE APPLICATION A COPY OF THE FOLLOWING:

1. Liability insurance certificate
2. Workers comp certificate
3. Contractor license certificate
4. EPA lead safe certificate
5. W-9 certificate
6. Any additional information you wish to provide

RETURN TO:
Preservation Resource Center of New Orleans
923 Tchoupitoulas St.
New Orleans, LA 70130
OR
apernas@prcno.org

This project was funded by a grant from the African American Cultural Heritage Action Fund of the National Trust for Historic Preservation with support from The Andrew W. Mellon Foundation.
# Contractor Profile

**Date:** ____________

## Business Information

<table>
<thead>
<tr>
<th>Business Legal Name</th>
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<table>
<thead>
<tr>
<th>Business Address</th>
<th>Business City</th>
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<table>
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<tr>
<th>Business State</th>
<th>Business Zip</th>
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<thead>
<tr>
<th>Federal IRS Tax ID #</th>
<th>EPA Lead Safe Certification #</th>
<th>Enter License Number</th>
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- [ ] Home Improvement
- [ ] Residential
- [ ] Commercial

## Primary Contact Information

<table>
<thead>
<tr>
<th>Phone</th>
<th>Cell</th>
<th>Email</th>
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## Ownership Information

**Type of ownership** (check one)
- [ ] Corporation
- [ ] Partnership
- [ ] Private

State of Incorporation *(if applicable)*

## Names of Corporation Officers, Partners, Owner *(as applicable)*

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<tr>
<th>Name</th>
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Company Information

Number of years in business as this entity: ____________
Average number of jobs per year, average cost of each job: ____________
What percentage were renovations or home improvement: ____________
Have you ever done a job in compliance with the HDLC: YES NO
Number of employees: ____________
Have you ever filed for bankruptcy: YES NO
Number of incomplete/defaulted jobs: ____________

References

1 List 2 references, preferably jobs that are recently completed or under construction.
   Supply name, phone number, address and type of work done.
   If you have worked a job involving the HDLC, include one reference, at least, in this list.

   REFERENCE 1

   Name               Phone              Address
   Type of work                Cost of work

   REFERENCE 2

   Name               Phone              Address
   Type of work                Cost of work

2 List 2 subcontractors with whom your company has done business. Supply names, phone number, address and type of work done.

   SUBCONTRACTOR REFERENCE 1

   Name               Phone              Address
   Type of work                Cost of work

   SUBCONTRACTOR REFERENCE 2

   Name               Phone              Address
   Type of work                Cost of work

References continued on following page.
List 1 financial supplier reference that your company has done business. Include name, phone number, address, credit availability.

<table>
<thead>
<tr>
<th>Supplier Reference</th>
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<tr>
<td>Supplier Credit Available</td>
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</table>

**Additional Information**

General background and other information showing ability to work in rehabilitation, provide any additional certifications, if applicable.

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**Certification**

I/we hereby certify that the above statements are true and complete to the best of my knowledge. I/we further understand that PRC-New Orleans will keep all the information confidential and use such information only to verify the qualification of the undersigned as a home improvement contractor.

The undersigned hereby authorizes and requests any person, firm or corporation to furnish any information requested by PRC-New Orleans in verification of the recitals compromising this Contractor Profile:

**Name (Print):**

**Signature:** ___________________________  **Date:** ____________

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**Name (Print):**

**Signature:** ___________________________  **Date:** ____________

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**Name (Print):**

**Signature:** ___________________________  **Date:** ____________

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