



THE OPI TRIBE Office of Revenue Commission

P.O. BOX 123
KYKOTSMOVI, ARIZONA 86039
PHONE: (928) 734-3172
FAX: (928) 734-3179

2018
NHCBL -

CONSTRUCTION BUSINESS LICENSE APPLICATION

PLEASE DO NOT SUBMIT THE CONSTRUCTION BUSINESS LICENSE APPLICATION UNTIL YOUR COMPANY HAS BEEN AWARDED A CONTRACT.

Please type or print legibly

Please choose one of the following options:

- New Business License Renewal

BUSINESS NAME: _____
PLEASE ADVERTISE AND OPERATE WITH THE NAME YOUR COMPANY WILL CONDUCT BUSINESS AS.

Contractor's License Number: _____

MAILING ADDRESS: _____ **PHYSICAL ADDRESS:** _____

P.O. BOX _____ STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____ CITY _____ STATE _____ ZIP _____

PHONE # _____ **FAX #** _____

COMPANY INFORMATION: Please choose one of the following.

- CORPORATION LLC OTHER

**** If OTHER, Please explain:** _____

Name(s) of Owner(s) OR Entity Name: _____

Clearly print name of partner(s), if a partnership (list all partners on a separate page).

PROJECT MANAGER OR CONTACT PERSON FOR PROJECT: _____

EMAIL ADDRESS: _____ **PHONE #** _____

REQUIRED

Project Location and specific work to be performed: _____

Project dates: **Start:** _____ **End:** _____

Please attach copy of contract: _____

***If Contract is not attached, application will be considered incomplete.**

THE FOLLOWING PROCEDURES ARE RECOMMENDED TO APPLY FOR THE CONSTRUCTION BUSINESS LICENSE

- Contact the Tribal Employment Rights Office (TERO) at (928) 734-3162 or by email CGrover@hopi.nsn.us.
- Submit evidence of General Liability Insurance identifying **The Hopi Tribe as Certificate Holder**.
- A completed W-9 form.
- Business license certificates are project specific and are valid only for the project specified on the application.
- Inform all sub-contractors working on the stated project, of the Business License process.
- Provide the Office of Revenue Commission a list of ALL sub-contractors to include contact names and contact information.

Enter **awarded** contract amount: \$ _____

***FEE IS SUBJECT TO CHANGE**

AWARDED CONTRACT AMOUNT	FEE		AWARDED CONTRACT AMOUNT	FEE
Less than \$99,999.00	\$400.00		\$400,000.00 - \$649,999.00	\$600.00
\$100,000.00 - \$399,999.00	\$500.00		\$650,000.00 and higher	\$700.00

I hereby agree to abide by the laws of the Hopi Tribe, Ordinance 17, and all policies that pertain to business activities. I agree not to engage in any business activities or commence any projects until I have obtained a business license certificate signed by the Chief Revenue Officer or his/her designee. I understand that operating a business on the Hopi Reservation is a privilege and may be revoked or suspended for non-compliance. I hereby certify that the information provided in the application and other documents submitted are true and correct to the best of my knowledge and that any false or misleading information provided by me, may lead to legal action in the Hopi Tribal Court; to include revocation of my license, and other penalties under the provisions of the Hopi Tribe's Laws, and Policies.

Signature

Date

THIS APPLICATION IS NULL AND VOID WITHOUT A SIGNATURE

10.10.17 ORC