



CITY OF ST. AUGUSTINE
PLANNING & BUILDING DEPARTMENT
Contractor Requirements

State Certified & Registered Contractors

- State Certified or Registered License
- Liability Insurance (minimum of \$300,000)
- Workers Compensation or exemption form

If the direct contract is greater than \$5,000 (\$15,000 HVAC) a recorded copy of the **Notice of Commencement** is required prior to the first inspection.

(Please email all documents to the email address listed below)

All Certificates of Insurance need to be made out to:

**City of St. Augustine
Planning & Building Department
P.O. Box 210
St. Augustine, FL 32085**

Phone (904) 825-1065

Email: buildingpermits@citystaug.com