



Teller County Community Development Services  
P. O. Box 1886, Woodland Park, CO 80866  
(719) 687-3048 Fax (719) 687-5256  
[www.co.teller.co.us](http://www.co.teller.co.us)

## **FULL – EXCAVATION CONTRACTOR CLASS – EX LICENSE**

This license entitles the holder to excavate for septic systems, trenches, road cuts, driveways, culverts, basements, utilities, grading, foundations, etc., in Teller County as per the Teller County Roadway Design & Construction Standards, the Teller County Sewage Disposal Regulations, and the Teller County Building Code.

### **MINIMUM REQUIREMENTS (REFER TO THE TELLER COUNTY BUILDING CODE):**

- Three (3) letters of reference – Follow Section 102.h of the Teller County Building Code
- Copy of the examinee's current driver's license or other photo I.D. with signature
- Current copy of Colorado trade / business name registration, good standing certificate, or other proof of legal entity dated within the last **2 years**
- Application fee of \$25.00 (For all License Reactivation Requirements, see Article II Section 106 of the Teller County Building Code)
- Annual Registration fee of \$50.00
- An **Original** 12 Month Surety Bond to Teller County for \$5,000.00
- Proof of Insurance: \$300,000 / \$600,000 public liability & \$100,000 property damage\*
- Workman's Compensation OR waiver if there are NO employees\*

\*All policies must contain a **completed Description of Operations (i.e. Full Excavator)**, and all insurance certificates must list Teller County Building Department as the Certificate Holder to be valid.

- Testing is required** – Tests are given at the Building Department (Testing is for the Teller County Roadway Design & Construction Standards)

**Permits must be obtained before beginning any work in the road right-of-ways in the County, or from the Public Works Department of Woodland Park (687-9246) for any work done within the city limits of Woodland Park.**

## **TRADE NAME / PROOF OF LEGAL ENTITY:**

A trade/business name registration or legal entity (LLC, Inc., Corp., Company, etc) is required for anyone utilizing a business name. This requirement is to prevent the issuance of several licenses with the same name and/or similar names. Example: Colorado Homes, Colorado Homes, Inc., and to prevent the abuse of a company's name. Name registrations must be filed with the State of Colorado to authorize work in Colorado, and they must be dated by the registering entity within the last two years.

Acceptable forms of a legal entity include: A Certificate of Good Standing from the State of Colorado, Certificate from the Secretary of State, Department of Revenue filings, Articles of Incorporation, and the Internal Revenue Service (IRS) filings.

Colorado Secretary of State  
1700 Broadway, Ste 200  
Denver, Co. 80290  
(303) 894-2200  
[www.sos.state.co.us](http://www.sos.state.co.us)

The only time that a trade name is **not** required is when the person uses only their name as the business/license name. The license would be issued as – Example: Rodgers, Glen. No other words such as Construction, Contracting, Building, Builder, etc. can be added to the business name.

## **TESTING, if applicable:**

Tests are given at The Teller County Building Department, 540 Manor Court, Woodland Park. Tests are 2 hour open-book exams. The tests are on the Teller County Roadway Design & Construction Standards. The Teller County Roadway Design & Construction Standards is available for \$10.00 at the Building Department and is also available on our website at [www.co.teller.co.us](http://www.co.teller.co.us).