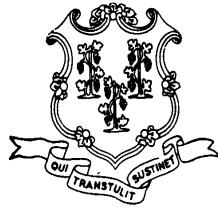


**STATE OF CONNECTICUT**  
**DEPARTMENT OF CONSUMER PROTECTION**  
 License Services Division  
 450 Columbus Blvd, Ste 801  
 Hartford, CT 06103  
 Email: [dcp.licenseservices@ct.gov](mailto:dcp.licenseservices@ct.gov)  
 To apply online visit: [www.ct.gov/dcp/apply](http://www.ct.gov/dcp/apply)



## Application for Home Improvement Salesperson Registration

In accordance with the CGS Chapter 400 "Salespersons means any individual who (a) negotiates or offers to negotiate a home improvement contract with an owner or (b) solicits or otherwise endeavors to procure by any means whatever, directly or indirectly, a home improvement contract from an owner on behalf of a contractor."

### Instructions

- All sections on this application must be completed.
- The Home Improvement Contractor must authorize and sign this form.
- The completed application must be accompanied by a check or money order in the amount of **\$160.00** made payable to "Treasurer, State of Connecticut." Application fees are non-refundable.
- You are not authorized to solicit on behalf of the contractor until this application has been reviewed and approved by this department.
- All registrations expire annually on November 30<sup>th</sup>. Registration certificates are non-transferable.
- Mail the completed application and the applicable fee to the above address.

### Applicant Information

Name of Salesperson			
Residence Street Address		City	State
Telephone Number		Email Address to be used for all correspondence	
Social Security Number	Date of Birth	Driver's License Number	State

### Contractor Information

Name of Contractor			
Street Address		City	State
Business Telephone Number		Email Address to be used for all correspondence	
Home Improvement Contractor Registration Number			

**Relevant Information**

1. Have you ever been convicted of a felony?  Yes  No If Yes, attach a statement including the date(s) and nature of conviction(s), the court(s) where the cases were disposed of and a description of the circumstances.
2. Have any court judgments or administrative orders been issued against you or any person, company or entity that is affiliated with you as a result of your home improvement activities in any state?  Yes  No If Yes, provide a written notarized statement of the facts including the disposition and attach to this application.
3. Have you previously held a CT Home Improvement Salesperson or Contractor Registration?  Yes  No  
If Yes, when? \_\_\_\_\_ Registration Number \_\_\_\_\_

**Certification to be completed by Home Improvement Contractor**

I certify, under penalty of law (Section 53a-157, Class A Misdemeanor) that the above provided information in this application is the truth to the best of my knowledge.

This is to certify that \_\_\_\_\_ *Name of Salesperson*

of \_\_\_\_\_ *Residence Address*

is authorized to solicit on behalf of the undersigned registered contractor

Signature

Title

Date

**Statement to be completed by Salesperson**

I certify, under penalty of law (Section 53a-157, Class A Misdemeanor) that the above provided information in this application is the truth to the best of my knowledge.

Signature of Salesperson

Date