

## Form AU-960

### Nonresident Contractor

### Request for Verified Contractor Status

**Purpose:** A nonresident contractor uses **Form AU-960** to request *Verified Contractor* status for a two-year period beginning January 1 of the requested year and ending December 31 of the following year. Verified contractors are **not** subject to the 5% holdback provisions under Conn. Gen. Stat. § 12-430(7). For assistance, call **860-541-7538**, Monday through Friday, between 8:30 a.m. and 4:30 p.m. or email [\*\*DRS.Contractor.Bond@ct.gov\*\*](mailto:DRS.Contractor.Bond@ct.gov)

<b>Part I: Nonresident Contractor Information</b>		
Name	Connecticut Tax Registration No.	
Address (Street or PO Box, City, State, and ZIP Code)		
Type of Organization:		
<input type="checkbox"/> Limited liability company (LLC)	<input type="checkbox"/> Corporation	<input type="checkbox"/> Sole proprietorship
<input type="checkbox"/> Single member LLC (SMLLC)	<input type="checkbox"/> S Corporation	<input type="checkbox"/> Other (explain):
<b>Part II: Verification Period</b> (Two-year Period)		
January 1, 20__ __ through December 31, 20__ __		
<b>Part III: Person Doing Business with Nonresident Contractor</b> , if applicable		
Name	Project Name	
Commencement Date	Contract Dollar Amount	
<b>Part IV: Conditions</b>		
<ul style="list-style-type: none"> <li>• Is registered for all applicable taxes with the Department of Revenue Services (DRS);</li> <li>• Has filed all required tax returns with DRS;</li> <li>• Has no outstanding tax liabilities with DRS; and</li> <li>• Has been registered for all applicable taxes with DRS for three years or more and is current with filings and payments or, if the three year registration requirement is not met, the contractor has completed <b>Form AU-961</b>, <i>Verification Bond</i>, and attached it to this form.</li> </ul>		
<b>Nonresident Contractor Declaration:</b> I, an authorized agent of the nonresident contractor named above, declare under the penalty of law that I have examined Form AU-960 and, to the best of my knowledge and belief, it is true, complete, and correct. I understand the penalty for willfully delivering a false document or return to DRS is a fine of not more than \$5,000, or imprisonment for not more than five years, or both.		
Nonresident contractor		
Print name	Title	
Signature	Date	Telephone number — —

## Instructions

**Part I:** Enter the name and complete address of the nonresident contractor applying for *Verified Contractor* status. Include the Connecticut Tax Registration Number. Check the box identifying to the type of organization.

**Part II:** Enter the two-year verification period beginning January 1 of the requested year and ending December 31 of the following year.

**Part III:** Enter the name of the person doing business with the nonresident contractor (prime or general contractor, property owner, or other contractor), project name, commencement date, and contract dollar amount for all known or proposed contracts during the verification period. If additional space is needed attach separate sheet.

**Part IV:** The following conditions must be met in order to be approved as a verified contractor:

1. The nonresident contractor is registered for all applicable taxes with DRS:
  - a. For S Corporations and Limited Liability Corporations this generally means sales and use tax, withholding for Connecticut income tax, business entity tax, and Connecticut composite income tax; or
  - b. For C Corporations this generally means sales and use tax, withholding for Connecticut income tax, and corporation business tax.
2. The nonresident contractor has filed all required tax returns with DRS.
3. The nonresident contractor has no outstanding tax liabilities with DRS.
4. The nonresident contractor has been registered for all applicable taxes with DRS for three years or more and is current with filings and payments, or, if the three-year registration requirement is not met, then the contractor must complete **Form AU-961**, *Verification Bond*, and attach it to this form.

**Nonresident contractors should register for all the necessary tax types prior to submitting this request for verified contractor status.**

**Declarations:** The nonresident contractor must sign and date Form AU-960 and mail to:

Department of Revenue Services  
Hartford Regional Office  
450 Columbus Blvd Ste 1  
Hartford CT 06103-1837