Contra Costa County ePermits Center Contractor User Agreement

Please complete and sign this agreement, and submit this agreement along with copies of valid Contractor's License card and Driver's License to the Conservation and Development Department by one of the following methods:

1.) E-mail a scanned copy of the completed, signed agreement, copy of valid Contractor's card and Driver's License permits@dcd.cccounty.us
2.) Fax a copy of the completed, signed agreement, copy of valid Contractor's card and Driver's License (925) 674-7244
3.) Mail or deliver the original completed, signed Agreement, copy of valid Contractor's card and Driver's License to **Application & Permit Center, 30 Muir Road, Martinez, CA 94553 Attn: ePermits Registration**.
OFFICE HOURS: Monday-Thursday, 7:30am-5:00pm, Friday, 7:30am-4:00pm, PHONE: (925) 674-7200

Contractor's Name (first and last): _____
State Contractor License holder's name

Business Name (if applicable): _____

State Contractor's License Number: _____ Expiration Date: _____
Contractor License Number

Driver's License No: _____ Expiration Date: _____

Business Address: _____

City, State, Zip: _____

Business Phone: _____

Email Address: _____

If you are registering for the ePermits Center, the email address listed above will be your 'Authorized Email Address'.

Worker's Compensation Insurance Information

Policy Number: _____ Expiration Date: _____

Amount of Coverage: _____

Authorized Agents

The people below are authorized to act as my agents with full signature authority in the Contra Costa County Permitting Process. I understand that it is my responsibility to notify the County in writing when these agents are no longer employed by me so their ability to pull permits on my behalf will be disabled on the ePermits Center site.

Each Agent must complete and submit a signed, separate copy of the 1.) ePermits Center Contractor User Agreement form and 2.) submit a copy of the Agent's Driver's License. Agent's ePermits Center account will not be created if all necessary documentation is not received.

Agent's Name	Agent's Email Address	Agent's Phone	Agent'sSignature

Contractor Agreement

In addition to in-person permitting and application processing, electronically submitting building permit applications, paying related fees, and issuing permits electronically ("Electronic Permit Service") is available in Contra Costa County.

By submitting this agreement, I, the undersigned applicant, agree to the following terms and conditions of the Electronic Permit Service described herein.

1. Indemnification. I agree to indemnify and hold harmless Contra Costa County, its officers, employees, and agents ("County"), from and against any and all claims, demands, actions and damages resulting from operations under any permit issued using the Electronic Permit Service, regardless of negligence of the County, and to assume the defense of the County against all such claims, demands, actions, and damages.

2. Modification and Termination of Service. At any time, County or applicant, at its sole discretion, may discontinue its use of the Electronic Permit Service. At any time, County, at its sole discretion, also may terminate the undersigned applicant's account and require the applicant to submit all future building permit applications in person or by mail. County shall not be liable to the undersigned applicant or any third party for any modification to or discontinuance of the Electronic Permit Service. Upon termination of the undersigned applicant's account, all information retained in that account will be deleted.

3. Applicant Conduct. The undersigned applicant shall comply with this Agreement and all local, state, and federal laws and regulations while using the Electronic Permit Service. The undersigned applicant shall not: (a) interfere with the use and enjoyment of the Electronic Permit Service by other users; (b) impersonate any person or entity or misrepresent its affiliation with a person or entity; (c) permit any third-party to access the applicant's Electronic Permit Service account using the applicant's id(s) and password(s). The applicant shall notify County immediately upon determining that the applicant's account was accessed by a third-party.

☐ **I understand that my actions to submit building permit or planning applications through the ePermits Center will serve as my electronic signature on the application(s) as provided for under California Civil Code 1633.1-1633.17-Electronic Transactions.**

☐ **I hereby affirm that I am licensed under provisions of Chapter 9 (Commencing with Sec. 7000) of Division 3 of the Business and Professionals Code, and my licenses are in full force and effect.**

Under penalty of perjury under the laws of the State of California, I declare that I have read the foregoing document and that the facts stated in it are true. Additionally, I agree to the terms and conditions of the ePermit Center.

Signature of Contractor/Applicant _____ **Date**_____