

The City of Tupelo monitors the construction industry by permitting, inspections and maintaining licensing for the following construction professionals:

- MECHANICAL CONTRACTORS**
- ELECTRICIANS**
- PLUMBERS**
- GAS CONTRACTORS**
- GENERAL CONTRACTORS**

Licensing is required for work that requires a building, electrical, plumbing, gas or mechanical permit.

Check with the Department of Development Services' Building & Codes Division on specific projects.

City of Tupelo
Department of Development Services
Post Office Box 1485
Tupelo, MS 38802



**WHAT DO YOU DO...
TO OBTAIN A
CONTRACTOR'S LICENSE?**

City of Tupelo
Department of Development Services
71 East Troy Street
Tupelo, Mississippi 38804



Phone: 662-841-6510
Fax: 662-841-6550
Email: glady.s.eiffon@tupeloms.gov

QUALIFYING:

Licensing may be obtained by meeting one of the following conditions:

⇒ Passing a Master Contractor's Examination as provided by the International Code Congress.

The City of Tupelo uses the International Code Congress, Inc. (ICC) as their testing service. ICC provided examinations several times a year at different sites across Mississippi. You may also obtain information from their website, www.msbcoc.us.

The City Of Tupelo only accepts a passing grade from the following IBC exams to obtain a contractor's license by exam.

- General Building Contractor
- Master Gas Pipe Fitter
- Master Mechanical Contractor
- Master Electrical Contractor
- Master Plumbing Contractor

Presenting a copy of a current state license as issued by the State Board of Public Contractors authorizing work for which the license is being requested. Contact the Mississippi State Board of Contractors at (800)880-6161 or (601)354-6161.

The State Board of Contractors has more license categories than the City of Tupelo. Each license is reviewed individually for transfer to a comparable City of Tupelo License. Sometimes a specialized limited license may be issued by the City of Tupelo.

⇒ Complying with Section 27-17-457 of the Mississippi Code.

Mississippi Code 27-17-457 states that a mechanical or electrical contractor who has received a contractor's license from another government agency under the following conditions may transfer his or her license:

Passed an exam that is equivalent to the exams used by the City of Tupelo

Held the license for over a year

Municipality or county government agency has a licensing board of commission.

OBTAINING THE LICENSE:

The City of Tupelo requires each contractor who meets one of the previous conditions to provide the following to the City of Tupelo Permits Department:

⇒ A City of Tupelo Privilege Tax License in the name of the individual who holds the license for the company. The Permits Office can help you with that as well.

Section 27-17-457 of the Mississippi Code states that a contractor who is licensed in another municipality or county jurisdiction may not be required to purchase an additional privilege license provided that the following conditions are met.

Passed an exam

Municipality or county government has a licensing board or commission.

The contractor is not operating a separate place of business located in Tupelo.

A License and Permit bond in the name of the individual who holds the license for the company.

The bond needs to be in the name of the individual who passed the examination or is listed as the qualifier on the company's Certificate of Responsibility.

The bond needs to have an expiration date of September 30 and the corresponding fiscal year period. The amounts are determined by the type of license.

Mechanical.....	\$10,000
Electricians.....	\$1,000
Plumbers.....	\$5,000
Gas Contractor*.....	\$5,000
General Building.....	\$10,000

*Gas Contractors who are also either a mechanical contractor or plumber may use one bond for both licenses.

FOR QUESTIONS OR OTHER INQUIRES

PLEASE CONTACT US:

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Fax: 662-841-6550

E-mail: gladys.ruff@tupeloms.gov

Website: www.tupeloms.gov/development-services