

Regulations of Connecticut State Agencies

TITLE 20. Professional & Occupational Licensing, Certification

Agency

Department of Consumer Protection

Subject

Registration as Home Improvement Contractors and Salesmen

Inclusive Sections

§§ 20-430-1—20-430-3

CONTENTS

Sec. 20-430-1.	Application for certificate of registration as home improvement contractor
Sec. 20-430-2.	Application for certificate of registration as home improvement contract salesman
Sec. 20-430-3.	Notification of change of address or name

Registration as Home Improvement Contractors and Salesmen

Sec. 20-430-1. Application for certificate of registration as home improvement contractor

(a) Any individual seeking a certificate of registration as a home improvement contractor shall apply to the Commissioner of Consumer Protection on a form prescribed by the commissioner. Such application shall include, but not be limited to:

- (1) Applicant's name;
- (2) Applicant's date of birth;
- (3) Applicant's social security number;
- (4) Applicant's residence address;
- (5) Applicant's business address;
- (6) Applicant's business telephone number;
- (7) A description of home improvements to be effected by the applicant; and
- (8) The applicant's signature and the date of said signature.

(b) Any business entity seeking a certificate of registration as a home improvement contractor shall apply to the Commissioner of Consumer Protection on a form prescribed by the commissioner. Such application shall include, but not be limited to:

- (1) Applicant's business name;
- (2) Applicant's business entity type (e.g. LLC, partnership, or corporation);
- (3) Applicant's business address;
- (4) Any trade name used by the applicant;
- (5) If incorporated, a listing of the names and addresses of all corporate officers;
- (6) The name and contact information of applicant's primary contact person;
- (7) A description of home improvements to be effected by the applicant; and
- (8) The signature of the owner or a designated officer of the applicant business and the date of said signature.

(Effective June 5, 1980; Amended December 8, 2017)

Sec. 20-430-2. Application for certificate of registration as home improvement contract salesman

Any individual seeking a certificate of registration as a home improvement contract salesman shall apply to the Commissioner of Consumer Protection on a form prescribed by said commissioner. Such application shall include, but not be limited to:

- (a) Applicant's name;
- (b) Applicant's date of birth;
- (c) Applicant's social security number;
- (d) Applicant's residence address;
- (e) Applicant's business address;
- (f) Any trade name used by the applicant;
- (g) A listing of the names and business addresses of all home improvement contractors on behalf of whom the applicant will solicit home improvement contracts;

Regulations of Connecticut State Agencies

TITLE 20. Professional & Occupational Licensing, Certification

§20-430-3

Department of Consumer Protection

(h) A certification by each home improvement contractor listed pursuant to subsection (g) of this section that the applicant is authorized to solicit home improvement contracts on behalf of said home improvement contractor and that said contractor is duly registered; and

(i) The applicant's signature and the date of said signature.

(Effective June 5, 1980; Amended October 26, 2018)

Sec. 20-430-3. Notification of change of address or name

Each registrant shall notify the Commissioner of Consumer Protection of any change of residence or business address within thirty (30) days of such change. If any registrant is registered as or in association with any home improvement contractor, that registrant shall notify the Commissioner of Consumer Protection of any change of the contact information or trade name of the home improvement contractor within thirty (30) days of such change.

(Effective June 5, 1980; Amended October 26, 2018)