



## PRIVATE PROVIDER REGISTRATION

### PRIVATE PROVIDER REGISTRATION CHECKLIST

The City of Cape Coral requires a one-time registration for all Private Providers before commencing work. Private Providers are responsible for keeping registration records current.

*Note: If the notice applies to either private plan review or private inspection services, the Building Official may require, at his or her discretion, the private provider is used for both services pursuant to Section 553.791(2) Florida Statute.*

☐ **Private Provider Registration Form**

☐ **Copy of State License** issued by the DBPR under F.S. 471 as a Professional Engineer, F.S. 481 as an Architect, or F.S. 468 as a Standard Building Code Administrator and Standard Inspector for inspections only on residential additions or alterations (of 1000 square feet or less), F.S. 553.971(i).

☐ **Private Provider Compliance Affidavit** signed and notarized.

☐ **Copy of Driver's License** for Private Provider Principal License Holder.



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**Principal License Holder:** \_\_\_\_\_  
Last Name First Name Middle Initial

**Name of Company:** \_\_\_\_\_

**Physical Address:** \_\_\_\_\_  
Street City State Zip

**Mailing Address:** \_\_\_\_\_  
(if different than physical address) Street City State Zip

**Business Phone:** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**State License #:** \_\_\_\_\_ **COA #:** \_\_\_\_\_

\_\_\_\_\_  
Principal License Holder Signature

\_\_\_\_\_  
Principal License Holder Printed Name

**Registration be submitted via email: [ppregistration@capecoral.gov](mailto:ppregistration@capecoral.gov).**