



MINOR SUBCONTRACTOR'S LIST

Nov. 10, 2025

Less Than 5 Subs

Business License Division (buslicense@cityofbeaufort.org)

Building Permit (permits@cityofbeaufort.org)

1911 Boundary Street, Beaufort, South Carolina, 29902

p. (843) 525-7025 / f. (843) 470-3517 www.cityofbeaufort.org

Instructions:

1. Complete this form in its entirety and submit with your application.
2. Ensure job amount is listed for all subs.

Owner: _____ Permit #: _____

Prime Contractor: _____ Phone #: _____

Site Address: _____

OWNER OR PRIME CONTRACTOR HIRING NO SUBCONTRACTORS:

AS THE OWNER OF THE ABOVE SITE ADDRESS, I WILL BE DOING ALL THE WORK FOR THE PROJECT LISTED ON THE ABOVE PERMIT #. I UNDERSTAND THAT IF I HIRE SOMEONE ELSE TO DO ANY OF THE WORK, I WILL NEED TO COMPLETE THE LOWER PORTION AND RETURN TO THE BUSINESS LICENSE DEPARTMENT PRIOR TO RECEIVING MY FINAL INSPECTION APPROVAL FROM THE BUILDING CODES OFFICE.

SIGNATURE: _____ PHONE: _____ DATE: _____

OWNER OR PRIME CONTRACTOR WITH HIRED SUBCONTRACTORS:

I UNDERSTAND, AS A PRIME CONTRACTOR OR OWNER, THAT I AM TO ENSURE THAT ALL SUBCONTRACTORS HAVE A CURRENT CITY OF BEAUFORT BUSINESS LICENSE AND ARE REGISTERED WITH THE STATE (WHERE APPLICABLE) AND THAT ALL LICENSE FEES ARE PAID. **NO PERMIT WILL BE ISSUED** UNTIL THE LICENSE STATUS OF THE SUBCONTRACTORS LISTED BELOW IS VERIFIED AND APPROVED BY THE CITY OF BEAUFORT BUSINESS LICENSE DEPARTMENT.

SIGNATURE: _____ PHONE: _____ DATE: _____

LIST BELOW EACH OF THE SUBCONTRACTOR(S) WHO WILL BE WORKING ON THE ABOVE-MENTIONED JOB BY THE HOUR, THE JOB, OR BY CONTRACT:

Subcontractor's business name: _____ **OFFICIAL USE:**
 Sub's address: _____
 Sub's phone #: _____ Lic Fee: _____
 Type of Sub's work done: _____ Lic Pd: _____
BUSINESS ACCT. NUMBER: _____ Job cost: _____

Subcontractor's business name: _____ **OFFICIAL USE:**
 Sub's address: _____
 Sub's phone #: _____ Lic Fee: _____
 Type of Sub's work done: _____ Lic Pd: _____
BUSINESS ACCT. NUMBER: _____ Job cost: _____

Subcontractor's business name: _____ **OFFICIAL USE:**
 Sub's address: _____
 Sub's phone #: _____ Lic Fee: _____
 Type of Sub's work done: _____ Lic Pd: _____
BUSINESS ACCT. NUMBER: _____ Job cost: _____

Subcontractor's business name: _____ **OFFICIAL USE:**
 Sub's address: _____
 Sub's phone #: _____ Lic Fee: _____
 Type of Sub's work done: _____ Lic Pd: _____
BUSINESS ACCT. NUMBER: _____ Job cost: _____

BELOW IS A SAMPLE LIST OF THE TYPE OF WORK THAT IS ASSOCIATED WITH CONSTRUCTION RELATED JOBS. LIST SUBCONTRACTORS WHO DID THESE AND ANY UNLISTED JOB TYPES ON THIS PROJECT:

INSTALLATION CATEGORIES: AUTOMATIC IRRIGATION/FIRE SPRINKLER, AWNING/SIGN, BURGULAR/FIRE ALARM SYSTEM, CABINET, CARPET/VINYL/FLOORING, CARPENTRY, CEILING, CERAMIC TILE, CHIMNEY, COUNTER TOPS, DOORS, ELEVATOR, FENCE, FIREPLACE, GARAGE DOORS, GAS, GLASS, GREASE TRAP, HOOD SYSTEM, IRON/STEEL, KITCHEN/BATH/BOOKCASE, RADIO/TV/SATELLITE DISH, SCREEN, SEWER, SEPTIC TANK, SIDING, TELEPHONE/PA SYSTEMS, TRUSSES AND OTHERS. OTHER CATEGORIES: BLOCK/BRICK MASONRY, CLEANING SERVICES, CONCRETE FINISHER, INTERIOR DECORATOR, DRYWALL, ELECTRICAL, EXTERMINATOR/PEST CONTROL, FRAMING, HVAC, HOUSE MOVER/DEMOLITION, INSULATION, LOT CLEARING, LAND DEVELOPMENT/IMPROVEMENTS, LANDFILLING, LANDSCAPING, MILLWORK, PAINTING, PAVING, PLUMBING, PORTABLE TOILETS, ROOFING, SECURITY SERVICES, STUCCO, SWIMMING POOL, TIN/METAL, TREE SURGEON/REMOVAL, TRIM CARPENTER, TRIM INTERIOR/EXTERIOR, WALLPAPER HANGER, WASTE BIN RENTAL, WELL DRILLING, WINDOWS & OTHERS.