



Office of Public Works/Engineering

Attached are the forms for your licensing with the City of Winona for the time period of April 30th, 2015 to April 30th, 2016. If you wish to be licensed for this time period, please fill out all the forms enclosed and mail the originals back to me, *along with your bond, insurance, and any appropriate fees. The City of Winona keeps reports of all licensed and registered contractors up to date in our office and on our website, so it is essential that if you would like to be on these lists that you have your information in to me by April 30th, 2015 at the latest.

***Please see the next page for new information in 2015 regarding delay penalty fees.**

If you choose not to be licensed since you are not planning on doing any work in the City of Winona during this time period, you are not required to send in the forms at this time. However, when/if you do need to become licensed, you will need to make sure to have all the proper forms and documentation turned in to me before any work can be done. No permits will be issued without all proper documentation.

*Please note that that if you have a bond that was completed for last year's licensing, you can have your bonding company send me a continuation form as long as your information has not changed. You would only need to fill out a new bond on the attached bond form if you have not completed one in the last two years, or if any of your information has changed.

If you have any questions, please contact me at tfravel@ci.winona.mn.us or 507-457-8269. Thank you.