

HOME IMPROVEMENT (CIRCLE) WORK SHEET

Part A

Fill in the ovals for **ALL WORK** you/your company will be advertising or doing with your Home Improvement License.

The work indicated must also be listed in the Description of Operations Box on your General Liability Certificate of Insurance.

Failure to maintain the required insurance coverage for the home improvement work that you are doing may result in a violation, fine, or suspension of your license.

If you knowingly possess a written document or instrument containing a **false statement** or information, and you **submit** the document or instrument to a public authority or public office, you can be charged with Offering a False Instrument For Filing in the First Degree, a **Class E Felony**. See NY Penal Law Section 175.35

Landscaping

- ☐ Irrigation/Sprinklers ☐ Landscaping ☐ Pond/Aquarium Install ☐ Shrub/Tree Pruning ☐ Tree Removal

Carpentry/Painting/Insulation/Flooring

- ☐ Awnings ☐ Basements ☐ Cabinets ☐ Carpet Installation ☐ Closet Install
☐ Decks ☐ Doors ☐ Fencing ☐ Flooring ☐ Framing
☐ Garage Doors ☐ Glasswork/Glazing ☐ Insulation ☐ Kitchens & Baths ☐ Molding
☐ Painting ☐ Playground Install ☐ Power Washing ☐ Sheetrock/Drywall ☐ Stairs & Railings
☐ Wallpaper ☐ Windows

Masonry

- ☐ Asphalt & Paving ☐ Cement/Concrete ☐ Driveways ☐ Fireplace
☐ Foundations ☐ Stucco ☐ Tiling/Marble ☐ Waterproofing

Roofing/Siding/Dormers

- ☐ Chimney Capping/
Cleaning ☐ Dormers/Extensions ☐ Gutters ☐ Roofing ☐ Siding

Pool/Septic/Docks

- ☐ Cesspool/Septic
Cleaning ☐ Cesspool/Septic
Install ☐ Dock Builders ☐ Drain Cleaning ☐ Dry Well & Drainage
☐ Helical Piles/Pile Driving ☐ Pool Build/Install ☐ Pool Service/Repair ☐ Well Drilling

Other

- ☐ Demolition ☐ Elevator Service/Install ☐ Excavations ☐ Fire Sprinkler Systems ☐ House Lifting
☐ HVAC ☐ Mold Remediation ☐ Plastering ☐ Solar Energy Systems ☐ _____

Part B

The following work is deemed by the Commissioner to require **SUBCONTRACTING**.

- Bathroom Remodeling
- Dormers/Extensions
- Fire Sprinkler Systems
- House Lifting
- Kitchen Remodeling
- Solar Energy Systems

Will you be **SUBCONTRACTING** work? Yes No

If yes, what work will you be subcontracting? _____

Subcontracting must be listed in the Description of Operations box on your General Liability Certificate of Insurance. The subcontractors, you hire or arrange for, are required by law to have a license to work and must have a valid license in their possession.

The following work requires **WORKER'S COMPENSATION** Insurance; a U26 or 105.2 form must be submitted. Under no circumstances will a Worker's Compensation Waiver (CE200) be accepted for the work listed below.

- Awnings
- Cesspool/Septic Install
- Cesspool/Septic Cleaning
- Chimney Capping/Cleaning
- Dock Builders
- Dormers/Extensions
- Dry Wells/Drainage
- Elevator Service/Install
- Excavations
- Fire Sprinkler Systems
- Foundations
- Helical Piles/Pile Driving
- House Lifting
- Kitchens & Baths
- Playground Install
- Pool Builder/Installer
- Roofing
- Solar Energy Systems
- Subcontracting
- Tree Removal
- Well Drilling

Date: _____

Name: _____

Signature: _____