

Renewal Requirements by License Category v. 6/27/23

HOME IMPROVEMENT

1. **Renewal Application. [REQUIRED]**
2. **Certificate of Liability Insurance. [REQUIRED]**
 - a. Certificate of Liability Insurance **must** be on an ACORD 25-S form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
 - b. The Description of Operations Box **must** list:
 - i. The specific categories of work you are offering to consumers and are insured for.
 - ii. Any subcontracted work **must** also be listed as “subcontracting of XXXXX, XXXXX, XXXXX”, where XXXXX is the specific category of work you are offering to consumers through your subcontractors. For example, plumbing, electric, roofing.
3. **Certificate of Workers Compensation Insurance or CE-200 waiver (aka Certificate of Attestation). [REQUIRED]**
 - a. Workers Comp Insurance **must** be on U26 or 105.2 form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
4. **EPA Approved Lead Renovation, Repair & Painting (RRP) Certificate in a principal’s personal name with picture and expiration date. See 40 CFR Part 745.225. [REQUIRED FOR THE FOLLOWING WORK]**
Basements, Baths, Cabinets, Carpentry, Demolition, Doors, Dormers, Elevator Install / Service, Excavation, Extensions, Fire Sprinkler Systems, Fireplace, Foundations, Framing, Handyman, HVAC, House Lifting, Insulation, Kitchens, Mold Remediation, Painting, Plastering, Power Washing, Ramps/Stair/Chair Lifts, Siding, Stairs & Railings, Stucco, Subcontracting, Tiling, Wallpaper, Waterproofing, Windows.
5. **Swimming Pool Certification for installers, repairers and/or maintenance providers. [IF APPLIES TO YOU]**
6. **NYS Backflow Certification for Lawn Sprinkler licensees. [IF APPLIES TO YOU]**
7. **Mold Certification for Mold Remediation Providers. [IF APPLIES TO YOU]**

DRY CLEANERS/LAUNDROMAT

1. **Renewal Application. [REQUIRED]**
2. **Certificate of Liability Insurance. [REQUIRED]**
 - a. Certificate of Liability Insurance **must** be on an ACORD 25-S form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
 - b. The Description of Operations Box **must** list:
 - i. The specific categories of service you are offering to consumers and are insured for.
3. **Certificate of Workers Compensation Insurance or CE-200 waiver (aka Certificate of Attestation). [REQUIRED]**
 - a. Workers Comp Insurance **must** be on U26 or 105.2 form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
4. **2 Year \$10,000 Bond. [REQUIRED]**

ENVIRONMENTAL HAZARD REMEDIATION PROVIDER

- 1. Renewal Application. [REQUIRED]**
- 2. Certificate of Liability Insurance. [REQUIRED]**
 - a. Certificate of Liability Insurance **must** be on an ACORD 25-S form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder **AND** have 1 \$Million / 2 \$Million combined limits.
 - b. The Description of Operations Box **must** list:
 - i. The specific categories of work you are offering to consumers and are insured for.
 - ii. Any subcontracted work **must** also be listed as “subcontracting of XXXXX, XXXXX, XXXXX”, where XXXXX is the specific category of work you are offering to consumers through your subcontractors. For example, plumbing, electric, roofing.
- 3. Certificate of Workers Compensation Insurance or CE-200 waiver (aka Certificate of Attestation). [REQUIRED]**
 - a. Workers Comp Insurance **must** be on U26 or 105.2 form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
- 4. Principal who is the Tech, must submit their separate Tech Renewal Application. [SEE BELOW]**

ENVIRONMENTAL HAZARD REMEDIATION TECH

- 1. Renewal Application. [REQUIRED]**
- 2. Certificate of Liability Insurance. [REQUIRED]**
 - a. Certificate of Liability Insurance **must** be on an ACORD 25-S form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
 - b. The Description of Operations Box **must** list:
 - i. The specific categories of work you are offering to consumers and are insured for.
 - ii. Any subcontracted work **must** also be listed as “subcontracting of XXXXX, XXXXX, XXXXX”, where XXXXX is the specific category of work you are offering to consumers through your subcontractors.
- 3. Certificate of Workers Compensation Insurance or CE-200 waiver (aka Certificate of Attestation). [REQUIRED]**
 - a. Workers Comp Insurance **must** be on U26 or 105.2 form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
- 4. Remediation Certificates. [REQUIRED]**
 - a. OSHA Safety Standards for Construction or General Industry. Minimum 10 Hours. **[REQUIRED]**
 - b. NYS Asbestos Handler OR NYS Asbestos License. Minimum 32 Hours. **[REQUIRED]**
 - c. EPA Lead Worker OR NYS Lead License. Minimum 16 Hours. (Lead RRP is NOT Sufficient). **[REQUIRED]**
 - d. Hazardous Waste Operations (HAZWOPER). Minimum 40 Hours. **[REQUIRED]**
 - e. Microbial Remediation. Minimum 24 Hours. **[REQUIRED]**
 - f. Water Damage Restoration. Minimum 20 Hours or IICRC WRT Certification. **[REQUIRED]**
 - g. Fire Damage Restoration. Minimum 16 Hours or IICRC FSRT Certification. **[REQUIRED]**
 - h. PCB Awareness. Minimum 4 Hours. **[REQUIRED]**
 - i. Bloodborne Pathogens. Minimum 4 Hours. **[REQUIRED]**
 - j. Infection Control Risk Assessment. Minimum 4 Hours. **[REQUIRED]**

ELECTRONIC/HOME APPLIANCE

- 1. Renewal Application. [REQUIRED]**
- 2. Certificate of Liability Insurance. [REQUIRED]**
 - a. Certificate of Liability Insurance **must** be on an ACORD 25-S form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
 - b. The Description of Operations Box **must** list:
 - i. The specific categories of work you are offering to consumers and are insured for.
 - ii. Any subcontracted work **must** also be listed as “subcontracting of XXXXX, XXXXX, XXXXX”, where XXXXX is the specific category of work you are offering to consumers through your subcontractors. For example, plumbing, electric, roofing.
- 3. Certificate of Workers Compensation Insurance or CE-200 waiver (aka Certificate of Attestation). [REQUIRED]**
 - a. Workers Comp Insurance **must** be on U26 or 105.2 form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.

HOME SERVICE

- 1. Renewal Application. [REQUIRED]**
- 2. Certificate of Liability Insurance. [REQUIRED]**
 - a. Certificate of Liability Insurance **must** be on an ACORD 25-S form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
 - b. The Description of Operations Box **must** list:
 - i. The specific categories of work you are offering to consumers and are insured for.
 - ii. Any subcontracted work **must** also be listed as “subcontracting of XXXXX, XXXXX, XXXXX”, where XXXXX is the specific category of work you are offering to consumers through your subcontractors.
- 3. Certificate of Workers Compensation Insurance or CE-200 waiver (aka Certificate of Attestation). [REQUIRED]**
 - a. Workers Comp Insurance **must** be on U26 or 105.2 form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.

HEALTH CLUB OPERATOR

- 1. Renewal Application. [REQUIRED]**
- 2. Certificate of Liability Insurance. [REQUIRED]**
 - a. Certificate of Liability Insurance **must** be on an ACORD 25-S form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
 - b. The Description of Operations Box **must** list:
 - i. The specific categories of work you are offering to consumers and are insured for.
- 3. Certificate of Workers Compensation Insurance or CE-200 waiver (aka Certificate of Attestation). [REQUIRED]**
 - a. Workers Comp Insurance **must** be on U26 or 105.2 form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
- 4. 2 Year Surety Bond, with 45 Day Cancellation Notice, when required, according to the following schedule:**
 - a. \$50,000 – sells contracts under one year.
 - b. \$75,000 – sells contracts more than 12 months, up to 24 months.
 - c. \$150,000 – sells contracts more than 24 months, up to 36 months.
 - d. Additional Surety Bond for additional locations or multiple franchises of a common franchisor:
 - i. For 3 to 4 additional locations – add \$50,000 to Bond.
 - ii. For 5 to 6 additional locations – add \$100,000 to Bond.
 - iii. For 7 to 9 additional locations – add \$150,000 to Bond.
 - iv. For 10 or more additional locations – add \$200,000 to Bond.

SCRAP METAL PROCESSOR

- 1. Renewal Application. [REQUIRED]**
- 2. Certificate of Liability Insurance. [REQUIRED]**
 - a. Certificate of Liability Insurance **must** be on an ACORD 25-S form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
 - b. The Description of Operations Box **must** list:
 - i. The specific categories of work you are offering to consumers and are insured for.
- 3. Certificate of Workers Compensation Insurance or CE-200 waiver (aka Certificate of Attestation). [REQUIRED]**
 - a. Workers Comp Insurance **must** be on U26 or 105.2 form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
- 4. 2 Year \$5,000 Bond. [REQUIRED]**

SECOND HAND PRECIOUS METALS GEM DEALER

- 1. Renewal Application. [REQUIRED]**
- 2. Certificate of Liability Insurance. [REQUIRED]**
 - a. Certificate of Liability Insurance **must** be on an ACORD 25-S form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
 - b. The Description of Operations Box **must** list:
 - i. The specific categories of work you are offering to consumers and are insured for.
- 3. Certificate of Workers Compensation Insurance or CE-200 waiver (aka Certificate of Attestation). [REQUIRED]**
 - a. Workers Comp Insurance **must** be on U26 or 105.2 form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
- 4. 2 Year \$5,000 Bond. [REQUIRED]**

STORAGE WAREHOUSE OPERATOR

- 1. Renewal Application. [REQUIRED]**
- 2. Certificate of Liability Insurance. [REQUIRED]**
 - a. Certificate of Liability Insurance **must** be on an ACORD 25-S form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
 - b. The Description of Operations Box **must** list:
 - i. The specific categories of work you are offering to consumers and are insured for.
- 3. Certificate of Workers Compensation Insurance or CE-200 waiver (aka Certificate of Attestation). [REQUIRED]**
 - a. Workers Comp Insurance **must** be on U26 or 105.2 form, with Nassau County Department of Consumer Affairs, 240 Old Country Road, Mineola, NY 11501, as the Certificate Holder.
- 4. Certified Mover Agents DOT License [REQUIRED]**
- 5. 2 Year \$10,000 Bond. [REQUIRED]**