



FULL LIFE. FULL FORWARD.  
**FLORENCE**  
SOUTH CAROLINA

## City of Florence

Building Department - 4th Floor  
324 West Evans Street, Florence SC 29501  
(843) 665-3151  
[permitting@cityofflorenceesc.gov](mailto:permitting@cityofflorenceesc.gov)

## New Contractor Information Form

This form is for new Contractors that will be conducting work in the City of Florence.  
Please complete the form online and submit it to [permitting@cityofflorence.com](mailto:permitting@cityofflorence.com).

**Name/Company Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**City, State, Zip** \_\_\_\_\_

**Phone** \_\_\_\_\_

**Email** \_\_\_\_\_

**SCLLR License #** \_\_\_\_\_

**\*If you do not have a SCLLR License number you will need to contact SCLLR at 803-896-4686 to obtain one.**

**\*This applies to all commercial contractors and trade contractors.**

**\*If you are applying as a homeowner builder for your residence it must be your primary residence and**

**\*Section V on the back of the Building Permit Application must be filled out and submitted to  
[permitting@cityofflorenceesc.gov](mailto:permitting@cityofflorenceesc.gov)**