



# Contractor Licensing Information

Version 2009-05-12

Prince William County requires all persons performing contracting work to be properly licensed. Following is a list of required contractor's licenses:

1. A [Prince William County Home Improvement Contractor's license](#) is required for all work performed on residential construction/projects up to \$1,000.00 per job.
2. **“Class C Contractors”** license is required when the total value referred to in a single contact or project is over \$1,000.00 but less than \$7,500.00, or the total value of all such construction, removal, repair, or improvements undertaken by such person within any 12 month period is less than \$150,000.00. Contractors holding a Class “C” Contractors license are required to hold a [Prince William County Home Improvement Contractor's license](#) if the work being performed is residential.
3. **“Class B Contractors”** license is required when the total value referred to in a single contract or project is \$7,500.00 or more, but less than \$120,000.00, or the total value of all such construction, removal, repair, or improvements undertaken by such person within any 12 month period is less than \$750,000.00. A Prince William County Home Improvement Contractor's license is NOT required for Class “B” Contractors.
4. **“Class A Contractors”** license is required when the total value referred to in a single contract or project is \$120,000.00 or more, or the total value of all such construction, removal, repair, or improvements undertaken by such person within any 12 month period is \$750,000.00 or more. A Prince William County Home Improvement Contractor's license is NOT required for Class “A” Contractors.
5. In addition, a [Prince William County Business license](#) is required for all contractors.

If you decide to hire a contractor, ask to see their contractor's license. It is a wallet-size card which they should carry with them. Write the number of the license down and call the following numbers to verify the validity of the license and find out whether it has been revoked or if there have been complaints against the contractor in the past.

- For State licenses call 804-367-8511. Information can also be obtained at [www.state.va.us/dpor](http://www.state.va.us/dpor)
- For Prince William County Home Improvement licenses call 703-792-6973.
- For Prince William County Business licenses call 703-792-6710.

Always ask for a signed contract which clearly states what work will be done, the price of the job to be completed, how much of a down payment is required, when the work will begin, and the expected date of completion.