



## **CONTRACTOR REQUIREMENTS FOR A BUILDING/ TRADE PERMIT**

All contractors must meet the following basic requirements to obtain any type of building and/or trade permit:

1. A copy of the [Virginia State Contractors License](#)
2. A copy of the [Virginia Tradesman License](#) (if applying for a trade - [Electrical](#), [Mechanical](#), or [Plumbing](#) - permit)
3. A City Business License for each job with the following contract price:  
\$25,000 or over for in-state contractors  
\$10,000 or over for out-of-state contractors.

This License is obtained from the [Office of the Commissioner of the Revenue](#) (located in the main lobby, East Wing, Suite 104, tel. 703-248-5065 [TTY 711]).

The City of Falls Church is committed to the letter and spirit of the Americans with Disabilities Act. This document will be made available in alternate format upon request. Call 703 248-5080, (TTY 711).