

Kim Reynolds, Governor  
Adam Gregg, Lt. Governor  
Rod A. Roberts, Labor Commissioner



Contractor Registration #: \_\_\_\_\_

Division of Labor

Business Name: \_\_\_\_\_

### FEE EXEMPTION FORM

**Check one that applies to your business:**

- I am a self-employed sole proprietor.
- I am a single member LLC and I have attached proof.

**Check all statements that apply to your current business situation:**

- I do not pay more than \$2,000.00 per year to employ other people in the business (do not include yourself) in the business of construction - Enclose a list of employees that have worked in the past 12 months and the amount paid to each employee.
- I never perform construction work with or for other contractors working in the “same phase of construction.” The “same phase of construction” is defined as the same type of work, such as masonry, stonework, electrical work or concrete work, etc.

If all of the statements are true, you may qualify for an exemption from the \$50.00 yearly contractor registration fee. If your business changes so that you no longer meet the fee exemption requirements, you must immediately forward the fee to the Iowa Division of Labor. A new fee exemption form is required yearly along with renewing your contractor registration. Please have a notary public ready to witness when signing this fee exemption form. Attach this form to your application and forward to the Division of Labor.

*To be filled out only by a notary public*

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

Signed and sworn to (or affirmed) before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By \_\_\_\_\_  
(printed contractor’s name)

\_\_\_\_\_  
NOTARY PUBLIC in and for the State of \_\_\_\_\_

My commission expires \_\_\_\_\_

Contractor’s printed name

Contractor’s signature

Date