

Pikes Peak Regional Building Department Reference Request Form

The application for license is under consideration by the Board of Review on behalf of the City of Colorado Springs, El Paso County, and participating municipalities in the jurisdiction served by Pikes Peak Regional Building Department.

As a reference listed by the applicant, your response is important in assessing this individual's qualifications for the requested contractor license and will remain strictly confidential. Information should be based on your knowledge of the applicant's work on a project, and include project type and scope, and the work position held by the applicant. References may NOT be provided for a relative or by a PPRBD employee.

Please complete and sign this form and return to Pikes Peak Regional Building Department at your earliest convenience. You can return by mail, hand delivery, fax to (719)327-2951, or e-mail Licensing@pprbd.org.

Applicant Information

Applicant's Name: _____ License Type: _____

Business Name: _____

Reference of Applicant's Experience & Qualifications

Project Address: _____
Street Address *Suite#*

_____ *City*

_____ *State*

_____ *Zip*

Permit Number: _____ Type of work (Check one) Residential Commercial

If commercial, what was the "Use" (Check all that apply)

Office Retail Church Restaurant School Other _____

What is your relationship to the applicant on this project? _____

What was the applicant's position on this project? _____

What trade or work was performed? _____

What is your opinion of the applicant's performance on this project? _____

Applicant's Character

Please check the appropriate number that reflects your assessment of the applicant.

	Poor	Average	Excellent	Unknown
Financial Responsibility				
Ethics				
Administrative capabilities				

Do you recommend granting the requested license to this applicant and company? Yes No

Comments: _____

Contact Information

Name: _____ Phone: (Daytime) _____

Address: _____ City _____ State _____ Zip _____

Signature: _____ Date: _____