The Office of Consumer Affairs and Business Regulation (“OCABR”) regulates the registration of contractors and subcontractors performing improvements or renovations on detached one to four family homes. Prior to performing work on such homes, a contractor must be registered as a Home Improvement Contractor (“HIC”).

MGL c. 142A requires that the “reconstruction, alteration, renovation, repair, modernization, conversion, improvement, removal, demolition, or construction of an addition to any pre-existing, owner-occupied building containing at least one but not more than four dwelling units … or to structures which are adjacent to such residence or building” be done by registered contractors, with certain exceptions, along with other requirements.

TYPE OF WORK: _________________________ EST. COST: ________
ADDRESS OF WORK: _________________________________________________________________
OWNER NAME: ______________________________________________________________________
DATE OF PERMIT APPLICATION: _______________ ______________________________________

I hereby certify that registration is not required for the following reason(s) (check all that apply):
☐ Work is excluded by law (explain): ___________________________________________________
☐ Estimated cost of job is under $1,000
☐ Building is not owner occupied
☐ Owner is pulling own permit (explain): _______________________________________________
☐ Other (specify): __________________________________________________________________

NOTICE IS HEREBY GIVEN THAT:
OWNERS OBTAINING THEIR OWN PERMIT OR ENTERING INTO CONTRACTS WITH UNREGISTERED CONTRACTORS OR SUBCONTRACTORS FOR APPLICABLE HOME IMPROVEMENT WORK ARE NOT ELIGIBLE FOR AND DO NOT HAVE ACCESS TO THE ARBITRATION PROGRAM OR GUARANTY FUND UNDER M.G.L. Chapter 142A.

Signed under penalties of perjury:
I hereby apply for a permit as the agent of the owner:

__________________________  ____________________________  ________________________
DATE                        NAME OF CONTRACTOR             REGISTRATION NO.

OR:

Notwithstanding the above notice, I hereby apply for a permit as the owner of the above property:

__________________________  ____________________________
DATE                        NAME OF OWNER