



**DEPARTMENT OF CONSUMER AFFAIRS (DCA) LICENSING CENTER**  
 42 Broadway, Lobby  
 New York, NY 10004  
 Monday-Friday: 9:00 a.m.-5:00 p.m.  
 Wednesday: 8:30 a.m.-5:00 p.m.

311 (212-NEW-YORK outside of NYC)  
 nyc.gov/dca | @NYCDCA

**NYC SMALL BUSINESS SUPPORT CENTER**  
 90-27 Sutphin Blvd, 4th Floor  
 Jamaica, NY 11435  
 Monday-Friday: 9:00 a.m.-5:00 p.m.

# HOME IMPROVEMENT CONTRACTOR ROSTER OF SALESPERSONS

<b>Home Improvement Contractor: (Name of License Applicant)</b>	
<b>Are you applying for a Home Improvement Contractor License and a Home Improvement Salesperson License?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

Each person who negotiates or offers to negotiate a home improvement contract with a property owner must have a Home Improvement Salesperson license. *At least one person in your business must hold a current and valid Home Improvement Salesperson license issued by the Department of Consumer Affairs (DCA).*

**Please complete required information below for your licensed salespersons.** Attach additional papers as necessary.

Home Improvement Salesperson Name	DCA License Number

\_\_\_\_\_  
 Signature of License Applicant

\_\_\_\_\_  
 Print Title/Position (if any)

\_\_\_\_\_  
 Print Full Name

\_\_\_\_\_  
 Date