

**DISASTER RECOVERY PERMIT PROCEDURE**  
**FLOOD, SEVERE STORM & EARTHQUAKE DAMAGED STRUCTURES**  
**GUIDELINES FOR CONTRACTOR REGISTRATION**

*In accordance with St. Louis County Ordinances and in the interest of the safety, health and general welfare of the public, contractors must be registered with St. Louis County in order to obtain repair permits for the repair of buildings that have incurred flood, severe storm, or earthquake damages.*

1. Registration is limited to general building and structural related repairs. St. Louis County licensed electrical, mechanical and plumbing contractors are considered registered.
2. Application for registration must be filled out in its entirety.
3. No faxed, mailed or reproduced applications will be accepted.
4. Applications for registration must be made in person by applicant listed on application at the Department of Public Works, 41 South Central, 6<sup>th</sup> floor, Clayton, MO, 63105. Applicant must bring his/her driver's license, social security or tax ID number and evidence of general liability insurance (copy of certificate of insurance).
5. Please allow five (5) working days for processing of registration.
6. There is no fee for registration.
7. Building permits will be issued only to registered disaster repair contractors.

For additional information on registration, please call the Department of Public Works at 314-615-7146 or 314-615-7866.

After a major disaster a weekly updated listing of registered contractors will be available to the public at the following locations, as well as, on the Public Works web site.

Department of Public Works  
41 South Central  
6<sup>th</sup> Floor  
Clayton, MO 63105

Department of Public Works  
South County Satellite Office  
Keller Plaza  
4554 Lemay Ferry Road  
St. Louis MO 63129

Department of Public Works  
North County Satellite Office  
715 Northwest Plaza Dr.  
Northwest Crossing  
St. Louis, MO 63074

Department of Public Works  
West County Satellite Office  
Clarkson Wilson Centre  
74 Clarkson Centre  
Chesterfield, MO 63017