



**FOR NEW CONSTRUCTION ONLY  
SUB-CONTRACTOR NOTIFICATION FORM**

**Required Master Building Permit #:** \_\_\_\_\_

Please Print Clearly

**COMPLETE THE FOLLOWING INFORMATION:**

**Note: Must be a Registered contractor with the City of New Braunfels with current State License and Insurance.**

**Project Address:** \_\_\_\_\_

**General Contractor Company's Name:** \_\_\_\_\_

**Sub-Contractor Company's Name:** \_\_\_\_\_

**Applicant (must be authorized signer on registration):** \_\_\_\_\_

**Description of Trade:**    ☐ PLUMBING  
                                  ☐ ELECTRICAL  
                                  ☐ MECHANICAL

**Phone #:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**License Holder/Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Note: No work may be started without submittal of this form to the Building Dept.**

This form may be emailed to [building@newbraunfels.gov](mailto:building@newbraunfels.gov)

**ONE CITY, ONE TEAM**

830.221.4000 | 550 LANDA STREET, NEW BRAUNFELS, TX 78130 | NBTEXAS.ORG