



**TOWN OF BLUFFTON  
BUILDING PERMIT APPLICATION  
LICENSE REQUIREMENTS**

Growth Management Customer Service Center  
20 Bridge Street  
Bluffton, SC 29910  
(843) 706-4522  
[www.townofbluffton.sc.gov](http://www.townofbluffton.sc.gov)  
[applicationfeedback@townofbluffton.com](mailto:applicationfeedback@townofbluffton.com)

**License Requirements**

**Please read carefully. This form is required at time of application.**

**Permit Number:**

- Individuals and entities involved in the construction, repair, or renovation of structures including mechanical construction are required to comply with licensing requirements of the State of South Carolina and the Town of Bluffton.
- Persons engaging in Business in the Town of Bluffton are required to have current Town Business Licenses.
- The contractor is aware that the sub-contractors, also known as independent contractors, which are hired by the contractor to perform services, are not employees. Sub-contractors are required to maintain a valid Town business license and state/local licenses or registrations as applicable when conducting business inside the town limits of Bluffton. This requirement also applies to individuals such as craftsmen or artisans not regularly employed by the contractor, but who are performing work on the job. Code enforcement inspectors will require proof of a current Town of Bluffton business license or proof of employment if an employee.
- No deductions shall be made on the permit application by a general or independent contractor for value of work performed by a subcontractor.
- **In no case** will a permanent service or final inspection (if there is not a permanent service inspection) be processed until all required documentation is submitted to the office.

I, the undersigned have read and understand the above. I am the contractor in charge or authorized agent for the contractor in charge, or Owner.

**Print:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_