

How to Renew Your Existing Contractor Registration Online

You are on Step 1 of 8:

1. Go to the log-in page.
2. Enter Account ID and password and log in.
3. Enter FEIN or SSN to match your Account ID with your company's registration.
4. Confirm your company's address and other details.
5. Upload attachments.
6. Make Payment.
7. Print Receipt.
8. Submit for Review and Finish.

The screenshot shows the Iowa Workforce Development website. The top navigation bar includes 'iowa.gov', 'Services', 'Agencies', and 'Social'. The main header features the 'IOWA WORKFORCE DEVELOPMENT' logo and a search bar. The left sidebar contains a menu with the following items: Home, Public Search, Apply for a Contractor Registration, My Contractor Registration (highlighted with a red box), My Profile, Log In, New User Account, and Instructions. A red arrow points from the 'My Contractor Registration' link to a red box containing the text 'Click on "My Contractor Registration."'.

Home Page

Contractor Registration

Iowa law requires all individual contractors and businesses performing "Construction" work within Iowa to register with the Iowa Division of Labor and renew annually if earning at least \$2,000.00 a year from construction. More information can be found by reviewing the [Iowa Code and Administrative Rules](#).

Plumbing, HVAC/R, Hydronics and Mechanical Professionals

If your business provides any type of plumbing, mechanical, HVAC, refrigeration, sheet metal or hydronic system services, you are required to obtain a license and Contractor Registration through the Plumbing & Mechanical Systems Board. Visit the [Plumbing & Mechanical Systems Board](#) website to complete a joint application for a 3-year registration and contractor license or call 866-280-1521. **Do not complete an online application and payment on this website or with Contractor Registration.**

Unemployment Insurance Number

Every contractor is required to obtain an unemployment insurance number **before** applying for contractor registration even if the contractor has no employees. To obtain an unemployment insurance number visit www.myiowaui.org or contact customer service at IWDuitax@iwd.iowa.gov or 888-848-7442 (select language, then option 1, option 2).

New Registration

If you do not have a previous contractor registration, you may apply for a new registration. You will be required to register your business with Iowa Enterprise A&A (Authentication & Authorization) site. Once you've signed in, you will be returned to the 'New User Account' or login with an existing A&A account. Once you have authenticated your email address, log in to complete the application process. In a timely manner, please have all of your required attachments ready to upload. If your application is not completed with the required information, you may not be able to pull permits in the State of Iowa. If you need help at any time, please review our detailed [online instructions](#).

Renewal

If you are already a registered contractor, you can access your registration profile by clicking 'Renew Registration', this will take you to the Iowa Enterprise A&A (Authentication & Authorization) site. Once you've signed in, you will be returned to the 'Renew Registration' page where you can review/edit your profile information, download a copy of your Registration Certificate, make payments, or renew your registration. **The email address and FEIN you use when setting up your A&A account MUST MATCH the information you provided when you registered as a contractor.** If you need help at any time, please review our detailed [online instructions](#).

Registering an Out-of-State Business

Out-of-state contractors must file a \$25,000.00 surety bond at the time of registration. The bond must meet the following three criteria in order to be valid:

1. the bond must be executed by a surety company licensed to do business in Iowa.
2. the bond must be issued on our [Out-of-State Bond](#) form with the bonding company's seal and two original signatures.
3. the bonding company must attach their Power of Attorney (POA) to the form. Once we have accepted a valid bond, we consider it continuous until we receive a bond cancellation from the bonding company.

How to Renew Your Existing Contractor Registration Online

You are on Step 2 of 8:

1. Go to the log-in page.
2. **Enter Account ID and password and log in.**
3. Enter FEIN or SSN to match your Account ID with your company's registration.
4. Confirm your company's address and other details.
5. Upload attachments.
6. Make Payment.
7. Print Receipt.
8. Submit for Review and Finish.



Enterprise A&A

Sign In

Create An Account

Forgot Password

Forgot Id

AMANDA - Iowa
force
Developme

Enter your Account ID and password.
Then click "Sign In." Account IDs will
always end with "IowaID", e.g.
"firstname.lastname@IowaID).

Note: Your registration number is
NOT the same thing as your
Account ID. It is possible to have a
registration number existing in our
system but not have an Account ID.

Enter your Account Id and Password and press sign in to continue.

Account ID:

Password:

Sign In

Account Details

Help

What is A&A?
Report Issue to State Service Desk

How to Renew Your Existing Contractor Registration Online

You are on Step 2 of 8:

1. Go to the log-in page.
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6. Make Payment.
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The screenshot shows the 'Enterprise A&A' login page. At the top, there is a navigation bar with a lightbulb icon and the text 'Enterprise A&A'. Below this, there are four links: 'Sign In' (a blue button), 'Create An Account', 'Forgot Password', and 'Forgot Id'. A red dashed box highlights this top navigation area. Below the navigation bar, there is a large blue banner with the text 'Development' and 'Account Details'. A red circle highlights the 'Sign In' button. Below the banner, there are input fields for 'Account ID and Password and' and a 'Sign In' button. A red dashed box highlights the 'Create An Account', 'Forgot Password', and 'Forgot Id' links. Three red callout boxes provide instructions: one pointing to 'Create An Account', one pointing to 'Forgot ID', and one pointing to 'Forgot Password'. A 'Help' link is visible at the bottom right.

Enterprise A&A

Sign In Create An Account Forgot Password Forgot Id

Sign In Create An Account Forgot Password Forgot Id

Development

Account Details

Help

If you do not have an account, click here and follow the prompts to create an Account ID.

If you do not know your Account ID, click on "Forgot ID" above the big, blue log-in box to submit your email address so the system will send your ID to you in an email.

If you have your Account ID and do not know your password, click "Forgot Password" to answer the security questions to reset your password.

How to Renew Your Existing Contractor Registration Online

You are on Step 3 of 8:

1. Go to the log-in page.
2. Enter Account ID and password and log in.
- 3. Enter FEIN or SSN to match your account ID with your company's registration.**
4. Confirm your company's address and other details.
5. Upload attachments.
6. Make Payment.
7. Print Receipt.
8. Submit for Review and Finish.

If this is the first time you've logged into our system, you will see this page pop up. ***If you've logged in before and do not see this screen, skip to next step on page 7.***

New User Account

Please provide your FEIN # or SSN #. At least one is required.

FEIN:

Confirm FEIN:

SSN:

Confirm SSN:

Continue

Reset

1. Enter and confirm your company's FEIN or your SSN. ***Only*** enter your personal SSN if your company is a sole-proprietorship and you do not have an FEIN.

Note: Do not use dashes when inputting your FEIN/SSN, otherwise you will get an error and will not be able to proceed.

2. Click "Continue."

How to Renew Your Existing Contractor Registration Online

You are on Step 4 of 8:

1. Go to the log-in page.
2. Enter Account ID and password and log in.
3. Enter FEIN or SSN to match your account ID with your company's registration.
- 4. Confirm your company's address and other details.**
5. Upload attachments.
6. Make Payment.
7. Print Receipt.
8. Submit for Review and Finish.

New User Account - Registered Contractor Information	
Basic Profile Details	
FEIN:	
SSN:	987654321
Business Name*:	<input type="text"/>
Email Address*:	<input type="text"/>
Optional Information	
First Name:	<input type="text"/>
Middle Name:	<input type="text"/>
Last Name:	<input type="text"/>
Suffix:	<input type="text"/>
Date of Birth:	<input type="text"/>
Address Details	
Unit Type / POBox*:	<input type="text"/> <input type="button" value="v"/>
Street Number*:	<input type="text"/>
Street Prefix:	<input type="text"/> <input type="button" value="v"/>
Street Name*:	<input type="text"/>
Street Type*:	<input type="text"/> <input type="button" value="v"/>
Street Direction:	<input type="text"/> <input type="button" value="v"/>
Unit / POBox Number:	<input type="text"/>
City*:	<input type="text"/> <input type="button" value="v"/>
County:	<input type="text"/> <input type="button" value="v"/>
State*:	Iowa <input type="button" value="v"/>
Country:	US <input type="button" value="v"/>
Zip Code*:	<input type="text"/>
Phone 1*:	<input type="text"/> <input type="button" value="v"/>
Phone 2:	<input type="text"/> <input type="button" value="v"/>
Phone 3:	<input type="text"/> <input type="button" value="v"/>
<input type="button" value="Submit"/> <input type="button" value="Reset"/>	

Example
choose one from the list
Building/Apt/suit/POBox
1001
N
50319
5152425871

Enter/confirm the information prompts as required. **Note:** This information may be pre-populated based on the existing information we already have in the system. Make any changes as necessary and click "Submit."

How to Renew Your Existing Contractor Registration Online

You are on Step 4 of 8:

1. Go to the log-in page.
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3. Enter FEIN or SSN to match your account ID with your company's registration.
- 4. Confirm your company's address and other details.**
5. Upload attachments.
6. Make Payment.
7. Print Receipt.
8. Submit for Review and Finish.

Apply for a Contractor Registration

- If you want to apply for a Plumber's License, please click here.
- **You will need to set up your Enterprise Account.** After you have set up your A&A account, return to this site to see more information about what you need to do to set up your A&A account. **After you have set up your Enterprise Account, click the 'Details' link to continue if you didn't log in yet.**
- If you already have an A&A account, click the 'Details' link to see more information about what you need to do to set up your A&A account.

If this screen comes up then there was an error attaching your IowaID/Account ID to your existing Contractor Registration account. Please call us at 515-242-5871 to resolve this issue. Otherwise, proceed to the next step on page 7.

NAICS Codes List

Commercial and Institutional Building Construction	Details	Other Building Equipment Contractors	Details
Drywall and Insulation Contractors	Details	Other Foundation, Structure, and Building Exterior Contractors	Details
Electrical Contractors and Other Wiring Installation Contractors	Details	Other Heavy and Civil Engineering Construction	Details
Finish Carpentry Contractors	Details	Painting and Wall Covering Contractors	Details
Flooring Contractors	Details	Plumbing, Heating, and Air-Conditioning Contractors (May Require Plumber's License)	Details
Framing Contractors	Details	Poured Concrete Foundation and Structure Contractors	Details
Glass and Glazing Contractors	Details	Power and Communication Line and Related Structures Construction	Details
Highway, Street, and Bridge Construction	Details	Residential Remodelers	Details
Industrial Building Construction	Details	Roofing Contractors	Details
Land Subdivision	Details	Siding Contractors	Details
Masonry Contractors	Details	Site Preparation Contractors	Details
New Housing For-Sale Builders	Details	Structural Steel and Precast Concrete Contractors	Details
New Multifamily Housing Construction (except For-Sale Builders)	Details	Tile and Terrazzo Contractors	Details
New Single-Family Housing Construction (except For-Sale Builders)	Details	Water and Sewer Line and Related Structures Construction	Details
Oil and Gas Pipeline and Related Structures Construction	Details	All Other Specialty Trade Contractors	Details
Other Building Finishing Contractors	Details		

How to Renew Your Existing Contractor Registration Online

You are on Step 4 of 8:

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- 4. Confirm your company's address and other details.**
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This is what your main "My Contractor Registrations" page will look like.

My Contractor Registrations

- If there is a balance due, you **MUST** pay that bill before you can renew your registration. Click the "Make Payment" button to review the fee details and pay the bill.

NAICS Code ▲	Registration # ◆	Status ◆	Issued Date ◆	Expiration Date ◆	Balance Due ◆	Actions ◆
238990 238990 - All Other Specialty Trade Contractors	C134751	Registered	12/16/2018	12/16/2019	\$50.00 Make Payment	Detail

These dates refer to your current/most recent registration period. The \$50 fee will not go towards this period but to your company's upcoming renewal year.

Click "Detail" **before** you make payment. You will not be able to edit any details or attach documents if you choose to pay the fee first.

How to Renew Your Existing Contractor Registration Online

You are on Step 5 of 8:

1. Go to log-in page.
2. Enter Account ID and password and log in.
3. Enter FEIN or SSN to match your account ID with your company's registration.
4. Confirm your company's address and other details.
5. **Upload attachments.**
6. Make Payment.
7. Print Receipt.
8. Submit for Review and Finish.

If you have a Certificate of Insurance, a new Out-of-State Bond, a Fee Exemption form, or an Officer List to upload click on this button and a pop-up box will open (see next page).

Note: the insurance referenced here is Workers Comp ONLY, NOT General Liability. If you do not have employees, we do not need a Certificate of Insurance.

Note: If you already have an active bond on file with our agency you do not need to provide the bond again. If your bond has been cancelled then you will need to provide a new bond or a Reinstatement Notice from your bonding agency.

If you do not have any supporting documents to attach, skip to the next step on page 12.

The screenshot shows a web form for contractor registration renewal. It is divided into several sections: Registration Details, Contractor Registration, Bond, and Fees. The Registration Details section includes fields for Registration Type (Contractor Registration), NAICS Code (238990 - 238990 - All Other Specialty Trade Contractors), Registration # (C134751), Issue Date (12/16/2018), and Expiration Date (12/16/2019). The Contractor Registration section includes Insurance Exempt? (Yes), Insurance Expiration Date, Insurance Company Name, and Insurance Policy Number. The Bond section includes Out-of-State Bond on File? (No), Surety Company Name, Bond Number, and Bond Effective Type (25000). The Fees section is a table with columns for Bill Number and Fee Amount. A red dashed box highlights a button labeled "Click here to upload attachment" in the Fees section, with a red arrow pointing to it from the text box on the left. Another red dashed box highlights a button labeled "Click here to upload attachment" at the bottom of the form. A red circle highlights the "Click here to upload attachment" button in the Fees section. A red dashed box highlights the "Click here to upload attachment" button at the bottom of the form. A red dashed box highlights the "Click here to upload attachment" button at the bottom of the form. A red dashed box highlights the "Click here to upload attachment" button at the bottom of the form.

Bill Number	Fee Amount
121961	\$50.00
121978	\$50.00
Total Amount: \$100.00	
Total Paid: \$50.00	
Total Cancelled: \$0.00	
Balance Due: \$50.00	

Buttons: "Click here to upload attachment", "Back", "Make Payment"

How to Renew Your Existing Contractor Registration Online

Upload / Download Attachment

- You can upload or mail the complete "**Fee Exemption Form**" if you are qualified for the "**Fee Exemption**" described in above section.
- You should upload or mail the "**Relief Certificate**" if you answer the question "**Insurance Exempt?**" as "**Yes**"
- You should upload or mail the "**Insurance Certificate**" if you answer the question "**Insurance Exempt?**" as "**No**"
- You should upload or mail the "**Bond**" if you answer the question "**Out-of-State Bond on File?**" as "**Yes**"



You cannot upload necessary files anymore once you submit this page successfully.

Any required documents not attached to this application will need to be mailed to IWD, and processing of your application will be put on hold until those documents are received.

Mailing Address:

Iowa Division of Labor
Contractor Registration
1000 East Grand Avenue
Des Moines, IA 50319-0209
Email: contractor.registration@iwd.iowa.gov

Attachment Description	Status
Add New Row to Attach	Upload All Attachment

To begin the upload process,
click this button.

How to Renew Your Existing Contractor Registration Online

You are on Step 5 of 8:

1. Go to the log-in page.
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3. Enter FEIN or SSN to match your account ID with your company's registration.
4. Confirm your company's address and other details.
- 5. Upload attachments.**
6. Make Payment.
7. Print Receipt.
8. Submit for Review and Finish.

https://elpiwdtest.iowa.gov/?folderRSN=78315&lid=09041348iwdc - Upload / Download Attachment - - Internet Explorer

iowa.gov Services Agencies Social

Upload / Download Attachment

- You can upload or mail the complete **"Fee Exemption Form"** if you are qualified for the **"Fee Exemption"** described in above section.
- You should upload or mail the **"Relief Certificate"** if you answer the question **"Insurance Exempt?"** as **"Yes"**
- You should upload or mail the **"Insurance Certificate"** if you answer the question **"Insurance Exempt?"** as **"No"**
- You should upload or mail the **"Bond"** if you answer the question **"Out-of-State Bond on File?"** as **"Yes"**

You cannot upload necessary files anymore once you submit this page successfully.

Any required documents not attached to this application will need to be mailed to IWD, and processing of your application will be put on hold until those documents are received.

Choose the Attachment Type and click "browse" to find the file that matches the attachment you wish to upload.

Email: contractor.registration@iwd.iowa.gov

Attachment Description	Status
Type: <input type="text"/> Description: <input type="text"/>	
<input type="button" value="Browse..."/>	
<input type="button" value="Add New Row to Attach"/>	<input type="button" value="All Attachment"/>

Attachment / Certificate Download

Certificate Name	Certificate Description	Action
There is no Certificate(s) available for download.		

How to Renew Your Existing Contractor Registration Online

You cannot upload necessary files anymore once you submit this page successfully.

Any required documents not attached to this application will need to be mailed to IWD, and processing of your application will be put on hold until those documents are received.

Mailing Address:

Iowa Division of Labor
Contractor Registration
1000 East Grand Avenue
Des Moines, IA 50319-0209
Email: contractor.registration@iwd.iowa.gov

Attachment Description	Status
Type: CR: Additor Description: Officer List C:\Users\msanchez1\Do... Browse...	
Type: CR: Insuran Description: 1/1/19-1/1/20 Insurance Certificate C:\Users\msanchez1\Do... Browse...	
Type: CR: Bond Description: Surety Bond C:\Users\msanchez1\Do... Browse...	
<input type="button" value="Add New Row to Attach"/>	
<input type="button" value="Upload All Attachment"/>	

Once you have chosen all the files you wish to upload, click here.

Attachment / Certificate Download

Certificate Name	Certificate Description	Action
------------------	-------------------------	--------

There is no Certificate(s) available for download.

Click "Close." This will take you to the previous registration screen.

How to Renew Your Existing Contractor Registration Online

Registration Details

Registration Details

Registration Type Contractor Registration
NAICS Code 238990 - 238990 - All Other Specialty Trade Contractors
Registration # C134751
Issue Date 12/16/2018
Expiration Date 12/16/2019
Status Registered

People Details

Role	Name
Contractor	Maria Zorp Sanchez Sunshine Dynamics

Registration Information

[Collapse All](#)

Insurance

Insurance Exempt? Yes
Insurance Expiration Date
Insurance Company Name
Insurance Policy Number

Contractor Registration

UI Account Number 00123456
Type of Business Sole Proprietorship
Principal Activity Remodeling

Bond

Out-of-State Bond on File? No
Surety Company Name
Bond Number
Bond Effective Type 25000
Bond Effective Date

Click "Make Payment."

Fees

Bill Number	Fee Description	Fee Amount
121961	Contractor Registration Fee	\$50.00
121978	Contractor Registration Fee	\$50.00
Total Amount:		\$100.00
Total Paid:		\$50.00
Total Cancelled:		\$0.00
Balance Due:		\$50.00

[Click here to upload attachment](#)

[Back](#)

[Make Payment](#)

How to Renew Your Existing Contractor Registration Online

You are on Step 6 of 8:

1. Go to the log-in page.
2. Enter Account ID and password and log in.
3. Enter FEIN or SSN to match your account ID with your company's registration.
4. Enter your company's address and other details.
5. Upload attachments.
6. **Make Payment.**
7. Print Receipt.
8. Submit for Review and Finish.

Make Payment

Click the "Make Payment" button to submit an electronic payment request to the bank, or click "Pay Later" if you want to mail in your payment instead.

Fee Description

Reference # (Row ID)	Product Fee Description	Fee Amount	Paid in Full
78315	Contractor Registration Fee	\$50.00	No
78315	Contractor Registration Fee	\$50.00	Yes
Total		Fee Amount:	\$100.00
		Paid Amount:	\$50.00
		Cancelled Amount:	\$0.00
		Fee Due:	\$50.00

Note: There are two fees listed here. One is marked "Paid in Full: Yes" which is the bill from the previous year. The one that is marked not paid is your current bill. Because the system is showing bills and payments for two years, the total "Fee Amount" is listed as \$100 (\$50 for this year, \$50 for last year), however since last year's bill was paid, the "Fee Due" is still only \$50.

Cancel Application **Make Payment**

To pay online, click "Make Payment."

Message from webpage

Are you sure you really want to pay your Contractor Registration Fees by online payment?

OK Cancel

This dialog box will pop-up. Click "OK."

How to Renew Your Existing Contractor Registration Online

You are on Step 6 of 8:

1. Go to the log-in page.
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3. Enter FEIN or SSN to match your account ID with your company's registration.
4. Enter your company's address and other details.
5. Upload attachments.
- 6. Make Payment.**
7. Print Receipt.
8. Submit for Review and Finish.

Make a Payment

My Payment

State of Iowa TEST site

Amount Due \$50.00

Payment Information

Frequency One Time

Payment Amount \$50.00

Payment Date Pay Now

Contact Information

First Name Maria

Last Name Sanchez

Company Sunshine Dynamics

Address 1 MARIA SANCHEZ

Address 2 (Optional)

City/Town Zorpvile

State/Province/Region IA

Zip/Postal Code 50000

Country US

Phone Number 5155555555

Email Address maria.sanchez@iwd.state.ia.us

Payment Method

Payment Method Credit/Debit Card

[Continue](#) [Cancel](#)

powered by **usbank**

[Customer Service](#) | [Help](#) | [Privacy Policy](#) | [Security](#)

A new page will appear. This information will be pre-populated based on the information entered under "My Profile." You may change the billing information as needed.

You may pay online by credit card or ACH (bank account) transfer. Paying by card has a 3% convenience fee (\$1.50 for a \$50 payment). Paying by ACH transfer has a \$0.30 fee.

How to Renew Your Existing Contractor Registration Online

Payment Method

Payment Method

Card Number

Expiration Date

Card Security Code

Card Billing Address Use my contact information address
 Use a different address

[Cancel](#)

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If paying via Credit Card, you will fill out this information about your card and then click "Continue."

Payment Method

Payment Method

Sample Check 1215
123 Main St
Anytown, MO 12345
DATE _____
PAY TO THE ORDER OF _____ \$ _____ DOLLARS
MEMO _____
123456789 055 11111111 001215
Bank Routing Number Bank Account Number Check Number (not required)

Personal Check | [Business Check](#)

Bank Routing Number

Bank Account Number

Bank Account Type Checking Savings
 This is a business account

[Cancel](#)

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If paying via ACH Transfer, you will fill out this information about your bank account and then click "Continue."

How to Renew Your Existing Contractor Registration Online

Iowa
Iowa Government Online

Electronic Payment Solutions

[Exit](#)

Review Payment

Please review the information below and select Confirm to process your payment. Select Back to return to the previous page to make changes to your payment.

Payment Details

Description	State of Iowa TEST site State of Iowa TEST site
Payment Amount	\$50.00
Payment Date	11/13/2019

Payment Method

Payer Name	Maria Sanchez
Card Number	*1111
Expiration Date	Dec-2032
Card Type	Visa
Confirmation Email	maria.sanchez@iwd.state.ia.us

Billing Address

Address 1	123 Sunshine Lane
City/Town	Zorpville
State/Province/Region	IA
Zip/Postal Code	50000

Contact Information

First Name	Maria
Last Name	Sanchez
Company	
Address 1	
City/Town	
State/Province/Region	IA
Zip/Postal Code	50000
Country	United States
Phone Number	5155555555
Email Address	maria.sanchez@iwd.state.ia.us

[Confirm](#) [Back](#)

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[Customer Service](#) | [Help](#) | [Privacy Policy](#) | [Security](#)

How to Renew Your Existing Contractor Registration Online

Confirmation

Please keep a record of your Confirmation Number, or [print this page](#) for your records.
Confirmation Number **IOWTST007823477**

Payment Details

Description	State of Iowa TEST site State of Iowa TEST site
Payment Amount	\$50.00
Payment Date	11/13/2019
Status	PROCESSED

Payment Method

Payer Name	Maria Sanchez
Card Number	*1111
Card Type	Visa
Confirmation Email	maria.sanchez@iwd.state.ia.us

Billing Address

Address 1	123 Sunshine Lane
City/Town	Zorpville
State/Province/Region	IA
Zip/Postal Code	50000
Country	United States

Print

General | Options

Select Printer

- Add Printer
- Brother MFC-9130CW Printer
- Brother MFC-9130CW Printer (Copy 1)
- Brother PC-FAX v.3.1
- Canon MG6600 series Pri
- Fax

Status: Ready Print to file Preferences

Location: MFC-9130CW Find Printer...

Comment: MFC-9130CW

Page Range

All

Selection Current Page

Pages: 1

Enter either a single page number or a single page range. For example, 5-12

Number of copies: 1

Collate 1 1 2 2 3 3

Print Cancel Apply

Continue

Click "Continue."

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[Customer Service](#) | [Help](#) | [Privacy Policy](#) | [Security](#)

How to Renew Your Existing Contractor Registration Online

Online Payment Receipt

Thank you for using the Online Service.
Please **PRINT** this receipt here.

This is your official receipt. You can print this page by clicking here. A payment confirmation will also be automatically sent to you via email. If you choose to print this page, a pop-up box will appear for you to confirm your printer options on this page as well (as illustrated on last page).

Receipt

Receipt Information

Receipt No.:	93220	Payment Date:	12/16/2019	Invoice No.:	121961
--------------	-------	---------------	------------	--------------	--------

Payer Information

Company:	Sunshine Dynamics
Payment Made By:	Maria Sanchez
Phone No.:	
Payment Method:	
Payment Amount:	
Comments:	43522

*****IMPORTANT***** Your application is not yet complete. You must go back to the "My Contractor Registrations" page in order to finish your registration submission. Failure to do so will result in an incomplete application. The submission will be incomplete and contractor staff will not be notified to review and approve your application.

Receipt Details

Fee Description	Reference # (Row ID)	Amount
Contractor Registration Fee	78315	\$50.00
Total:		\$50.00

Home

My Contractor Registrations

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- 8. Submit for Review and Finish.**


My Contractor Registrations

- If there is a balance due, you **MUST** pay that bill before you can renew your registration. Click the "Make Payment" button to review the fee details and pay the bill.

NAICS Code	Registration #	Status	Issued Date	Expiration Date	Balance Due	Actions
238990 238990 - All Other Specialty Trade Contractors	C134751	Registered	12/17/2018	12/16/2019	\$0.00	Detail Renew

On the My Contractor Registrations page, click "Renew."

Message from webpage

 Are you sure you really want to renew this Contractor Registration?

A dialog box will pop up. Click "OK."

*****If you do not click "OK" your registration will not be submitted to us and will remain in limbo until you submit the renewal to us.*****

How to Renew Your Existing Contractor Registration Online

You are on Step 8 of 8:

1. Go to the log-in page.
2. Enter Account ID and password.
3. Enter FEIN or SSN to match your account ID with your company's registration.
4. Enter your company's address and other details.
5. Upload attachments.
6. Submit information you've entered so far.
7. Make Payment.
8. Print Receipt.
9. **Submit for Review and Finish.**

Contractor Registration Renewal

Current Registration Details

Registration Type	Contractor Registration
NAICS Code	238990 - 238990 - All Other Specialty Trade Contractors
Registration #	C134751
Issue Date	12/17/2018
Expiration Date	12/16/2019
Fee Due	\$0.00
Status	Under Review

Your application is being reviewed. You will be contacted by email. And the same message has been sent to your email address maria.sanchez@iwd.state.ia.us. You may now move forward to ["My Contractor Registrations"](#).

Finished!

You'll know that you've submitted your online application to us because the status on your "My Contractor Registrations" page has changed to "Under Review." A member of the Contractor Registration staff will review your application and contact you via email if any additional information is needed.

My Contractor Registrations

- If there is a balance due, you **MUST** pay that bill before you can renew your registration. Click the "Make Payment" button to review the fee details and pay the bill.

NAICS Code	Registration #	Status	Issued Date	Expiration Date	Balance Due	Actions
238990 238990 - All Other Specialty Trade Contractors	C134751	Under Review	12/17/2018	12/16/2019	\$0.00	Detail

If you go back to the "My Contractor Registrations" page, you will see the status of your registration is "Under Review." Once contractor staff approves your renewal, the status will change to "Registered."

NAICS Code	Registration #	Status	Issued Date
238990 - All Other Specialty Trade Contractors	C134751	Registered	01/08/2020

How to Renew Your Existing Contractor Registration Online

You are on Step 8 of 8:

10. Go to the log-in page.
11. Enter Account ID and password.
12. Enter FEIN or SSN to match your account ID with your company's registration.
13. Enter your company's address and other details.
14. Upload attachments.
15. Make Payment.
16. Print Receipt.
17. **Submit for Review and Finish.**

	CONTRACTOR REGISTRATION CERTIFICATE STATE OF IOWA DIVISION OF LABOR 150 Des Moines St, Des Moines, IA 50309 Phone: 515-242-5871 FAX: 515-725-2427 www.iowacontractor.gov contractor.registration@lwd.iowa.gov	DATE ISSUED: 12/16/2019 DATE EXPIRES: 12/16/2020 REGISTRATION NUMBER: C134751
SUNSHINE DYNAMICS POBOX 101 ZORPVILLE, IA 50000	 Rod A. Roberts, Labor Commissioner	

Once your application is approved, you will receive an email from our computer system, "Amanda Creg." A registration certificate like the one above will be attached as a pdf document that you can print off.