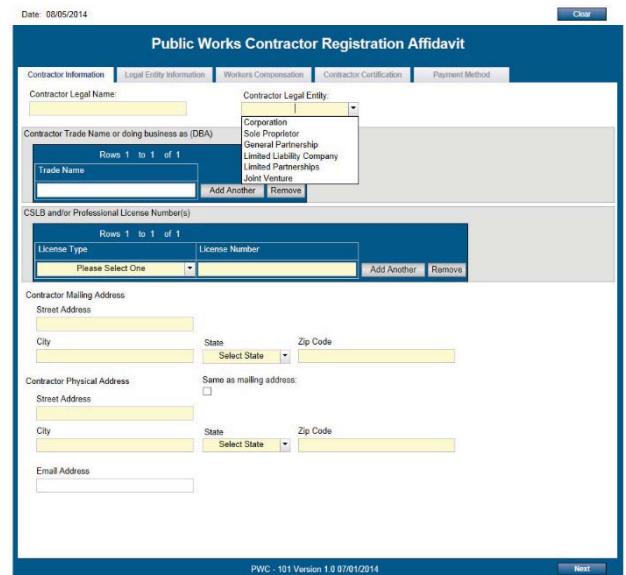


The Public Works Contractor Registration (PWCR) affidavit online form consists of the following form fields and can be reached by selecting the following link:

<https://efiling.dir.ca.gov/PWCR/ActionServlet?action=displayPWCRRegistrationForm>

Contractor Information Tab

1. **Contractor Legal Name***
2. **Contractor Legal Entity*** - based on your legal entity selection additional fields will be mandatory on the 'Legal Entity' tab
3. **Contractor Trade Name or DBA** – 'Add Another' and 'Remove' feature allows entry of multiple names
4. **CSLB and/or Professional License Number(s)** – 'Add Another' and 'Remove' feature entry of multiple licenses
 - License Type – Dropdown selection list
 - License Number
5. **Contractor Mailing Address***
6. **Same as mailing address** - Check box that if selected auto-fills mailing address inputs in Physical Address section
7. **Contractor Physical Address***
8. **Email Address**

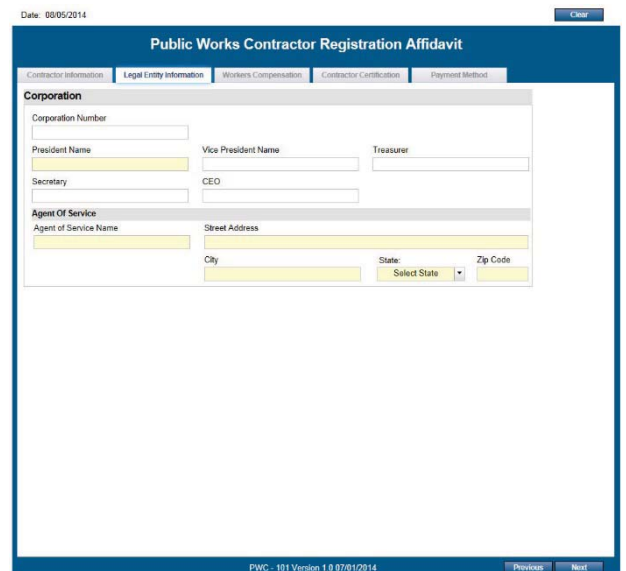


Legal Entity Tab

Based on your selection on the 'Contractor Information' tab from the 'Legal Entity' list the appropriate legal entity form fields will be displayed.

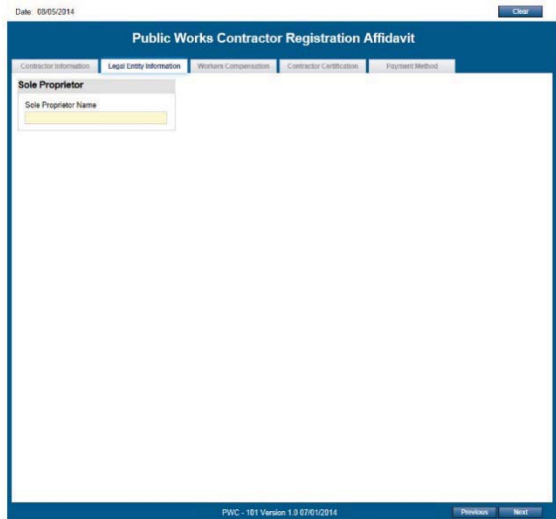
Corporation legal entity form field(s)

1. **Corporation Number**
2. **President Name***
3. **Vice President Name**
4. **Treasurer Name**
5. **Secretary Name**
6. **CEO Name**
7. **Agent of Service*** - Enter the Agent of Service listed with the California Secretary of State
8. **Agent of Service Address***



Sole Proprietor legal entity form field(s)

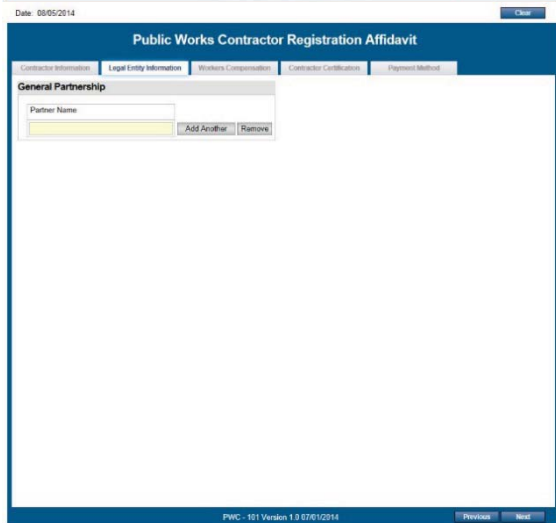
1. **Sole Proprietor Name***



This screenshot shows the 'Sole Proprietor' section of the registration affidavit. It features a single text input field labeled 'Sole Proprietor Name'.

General Partnership legal entity form field(s)

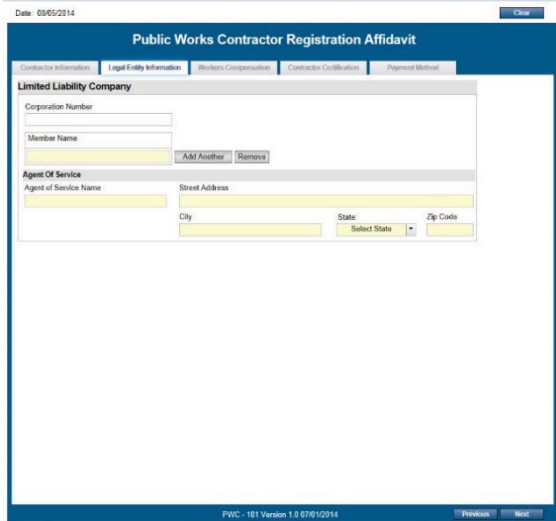
1. **Partner Name*** – ‘Add Another’ and ‘Remove’ feature entry of multiple names



This screenshot shows the 'General Partnership' section. It includes a text input field for 'Partner Name' and two buttons: 'Add Another' and 'Remove'.

Limited Liability Company legal entity form field(s)

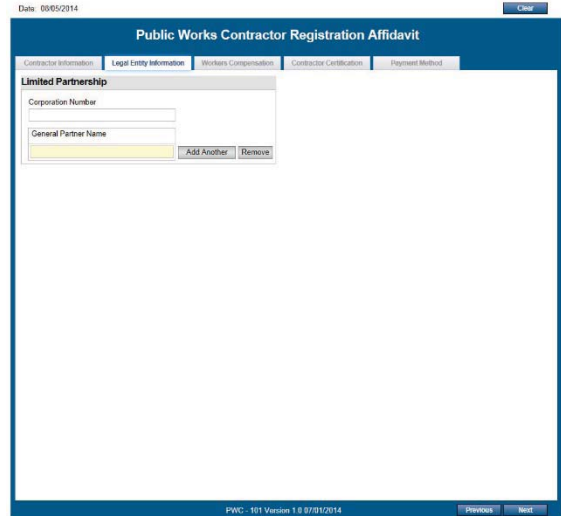
1. **Corporation Number**
2. **Member Name*** – ‘Add Another’ and ‘Remove’ feature allows entry of multiple names
3. **Agent of Service*** - Enter the Agent of Service listed with the California Secretary of State
4. **Agent of Service Address***



This screenshot shows the 'Limited Liability Company' section. It contains several fields: 'Corporation Number', 'Member Name' (with 'Add Another' and 'Remove' buttons), 'Agent of Service' (with 'Agent of Service Name', 'Street Address', 'City', 'State' (dropdown), and 'Zip Code' fields).

Limited Partnership legal entity form field(s)

1. **Corporation Number**
2. **General Partner Name *** – ‘Add Another’ and ‘Remove’ feature allows entry of multiple names



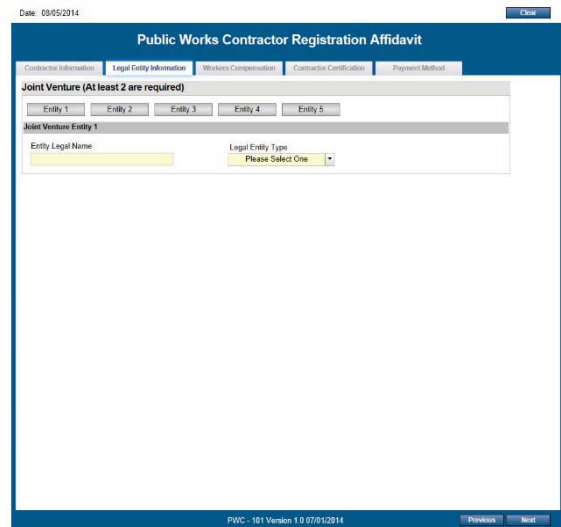
The screenshot shows the 'Limited Partnership' section of the registration form. It includes a 'Corporation Number' field and a 'General Partner Name' field with 'Add Another' and 'Remove' buttons. The form is titled 'Public Works Contractor Registration Affidavit' and has a date of 09/05/2014.

Joint Venture legal entity form field(s)

Joint ventures are comprised of multiple legal entities thus based on the legal entity type selected for the contractor’s joint venture the form fields will duplicate those previously noted for: Corporation, Sole Proprietor, General Partnership, Limited Liability Company, and Limited Partnership.

At least two entities are mandatory for Joint Ventures

1. **Legal Entity Name***
2. **Legal Entity Types ***

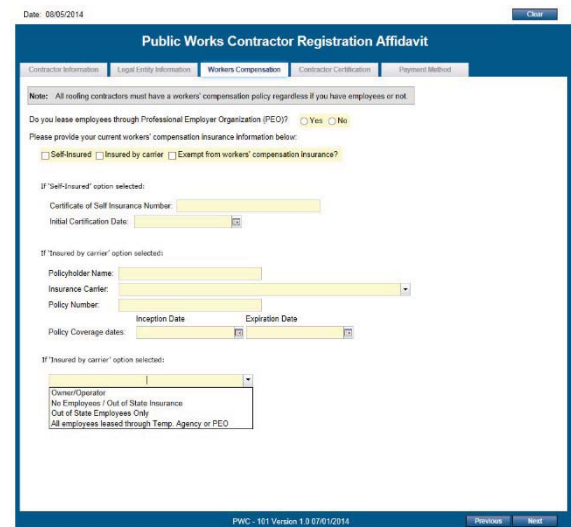


The screenshot shows the 'Joint Venture (At least 2 are required)' section of the registration form. It features five tabs for 'Entity 1' through 'Entity 5'. The 'Entity 1' tab is active, showing fields for 'Entity Legal Name' and 'Legal Entity Type' (with a dropdown menu). The form is titled 'Public Works Contractor Registration Affidavit' and has a date of 09/05/2014.

Workers Compensation Tab

1. **Do you lease employees through Professional Employer Organization (PEO)? ***
 2. **Workers Compensation Insurance selection options: ***
- At least one mandatory even if employees are leased from a PEO

- **Self-Insured**
 - Certificate of Self-Insurance Number
 - Initial Certification Date
- **Insured by Carrier**
 - Policyholder Name
 - Insurance Carrier
 - Policy Number
 - Inception/Expiration Date
- **Exempt from workers’ compensation insurance**
 - Select reason from list

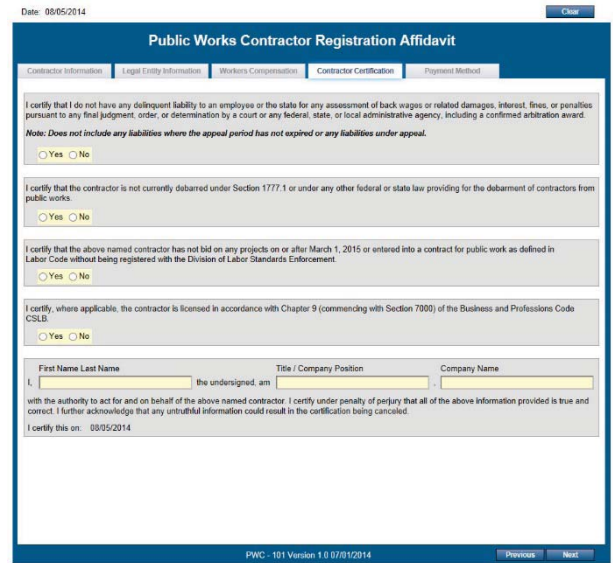


The screenshot shows the 'Workers Compensation' section of the registration form. It includes a note: 'All roofing contractors must have a workers' compensation policy regardless if you have employees or not.' Below this, there are radio buttons for 'Do you lease employees through Professional Employer Organization (PEO)?' (Yes/No) and checkboxes for 'Self-Insured', 'Insured by carrier', and 'Exempt from workers' compensation insurance?'. The form is titled 'Public Works Contractor Registration Affidavit' and has a date of 09/05/2014.

Contractor Certification Tab

The contractor must respond 'Yes' or 'No' to the following contractor certification topics:

1. **Outstanding liabilities certification***
2. **Debarment from public works certification***
3. **Public works contractor registration lapse certification***
4. **License certification***
5. Penalty of perjury certification
 - **Online user name***
 - **Title/Position with company***
 - **Company Name***



The screenshot shows the 'Contractor Certification' tab of the 'Public Works Contractor Registration Affidavit' form. It contains several certification questions with 'Yes' and 'No' radio button options:

- I certify that I do not have any delinquent liability to an employee or the state for any assessment of back wages or related damages, interest, fines, or penalties pursuant to any final judgment, order, or determination by a court or any federal, state, or local administrative agency, including a confirmed arbitration award. *Note: Does not include any liabilities where the appeal period has not expired or any liabilities under appeal.*
- I certify that the contractor is not currently debarred under Section 1777.1 or under any other federal or state law providing for the debarment of contractors from public works.
- I certify that the above named contractor has not bid on any projects on or after March 1, 2015 or entered into a contract for public work as defined in Labor Code without being registered with the Division of Labor Standards Enforcement.
- I certify, where applicable, the contractor is licensed in accordance with Chapter 9 (commencing with Section 7900) of the Business and Professions Code (CSLB).

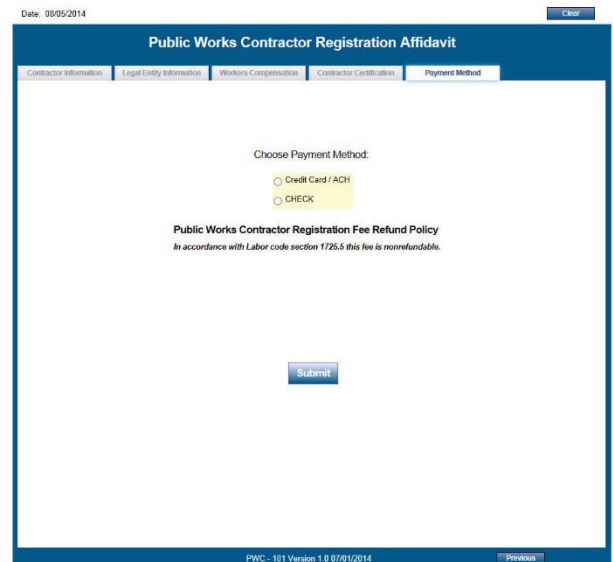
At the bottom, there are input fields for 'First Name Last Name', 'Title / Company Position', and 'Company Name', followed by a signature line and a date field (08/05/2014).

Payment Method Tab

The registration fee can be made via credit card, ACH, or Check thus the contractor must select the payment type for the PWCR registration fee of \$300.00

Payment type selection is mandatory*

1. **Credit Card/ACH**
2. **Check**



The screenshot shows the 'Payment Method' tab of the 'Public Works Contractor Registration Affidavit' form. It prompts the user to 'Choose Payment Method:' with two radio button options: 'Credit Card / ACH' and 'CHECK'. Below this is a section titled 'Public Works Contractor Registration Fee Refund Policy' with the text: 'In accordance with Labor code section 1725.5 this fee is nonrefundable.' A 'Submit' button is located at the bottom of the form.

* = Mandatory form fields