**Contractor Check List**

**Make sure you have the following documents completed**

1. 2024 Town of Greybull Contractor’s License Application
2. Certificate of Good Standing for Wyoming Workman’s Comp
3. Certificate of Good Standing for Unemployment
4. Electrical Contractors will need to bring in a copy of Current Electrical Contracting License
5. Bring in or mail all required documents with payment to the Town of Greybull for your license to be issued.

\*\* Certificates of good standing are required from **Wyoming Worker’s Safety and Compensation Employer Services** and **Wyoming Unemployment Tax Division Employer Services.** Both certificates of Good Standing are required even if you don’t have workman’s comp or unemployment, the State will still provide them. To obtain certificates of good standing, e-mail Theresa Maile and Deby Wolfe (address below) to request a certificate from Wyoming Unemployment Division. Email, call or fax Wyoming Workers Compensation (information provided below) to request your certificate. Include both with your completed contractor’s application or have them e-mailed directly to [ap@greybullwy.gov](mailto:ap@greybullwy.gov).

**Wyoming Unemployment Tax Division Employer Services**

Theresa Maile [theresa.maile@wyo.gov](mailto:theresa.maile@wyo.gov) OR Deby Wolfe [deby.wolfe1@wyo.gov](mailto:deby.wolfe1@wyo.gov)

Phone Number: 307-235-3673 Phone Number: 307-235-3214

Fax #: 307-235-3278

**Wyoming Worker’s Safety and Compensation Employer Services**

Phone Number: 307-777-6763 Fax Number: 307-777-5298

Email requests to: [dws-wccert@wyo.gov](mailto:dws-wccert@wyo.gov)

**Town of Greybull**

[ap@greybullwy.gov](mailto:ap@greybullwy.gov).

24 South 5th Street Phone: 307-765-9431

Greybull, WY 82426 fax: 307-765-2409