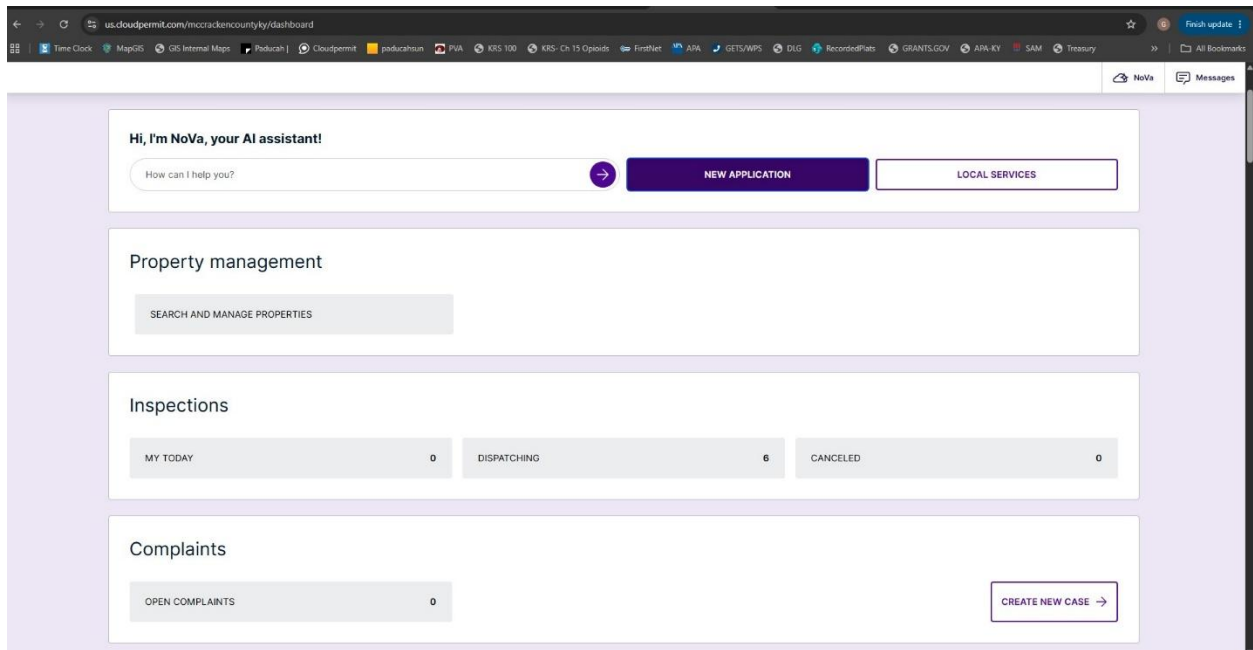
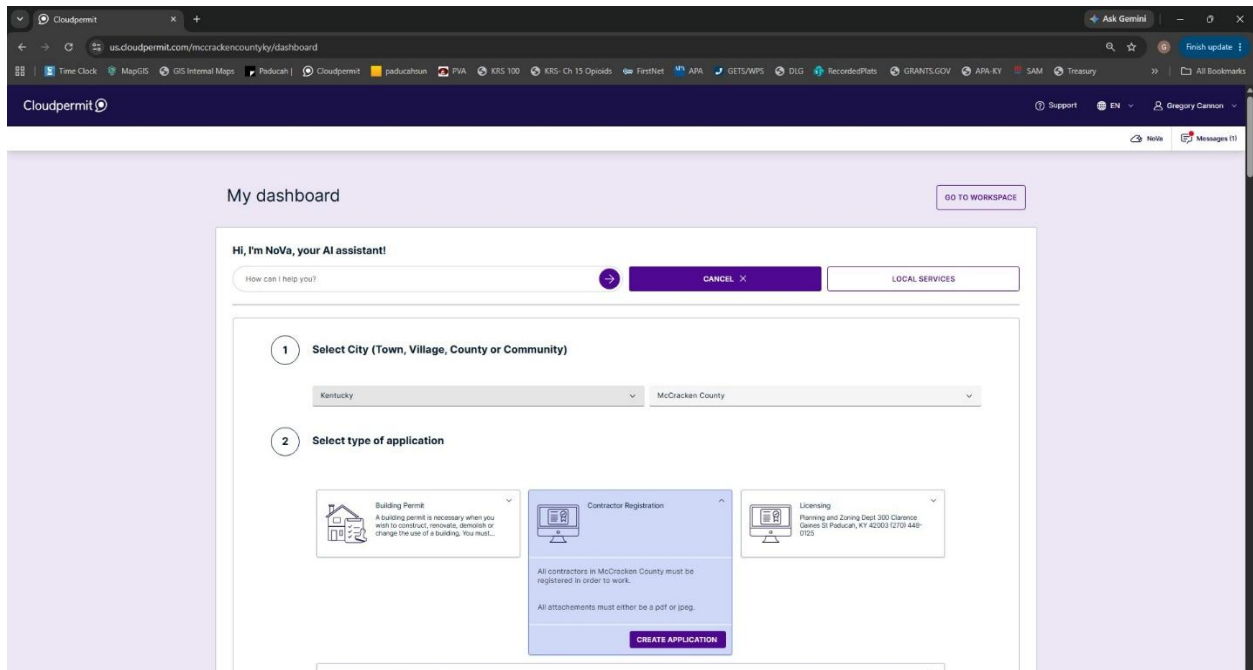


How to register as a contractor

Step 1: Click new application



Step 2: click create application and select contractor registration



Step 3: provide a description of the application, for example, plumbing contractor registration and then click next

The screenshot shows the 'Contractor Registration Application' form in the 'Description of application' step. The progress bar at the top indicates the current step. The main content area includes a section for 'Cloudpermit's AI document analysis (optional)' with a file upload area and a button labeled 'UPLOAD DOCUMENTS FOR ANALYSIS'. Below this is a text input field for the 'Description of application' with a placeholder 'Enter text here...'. At the bottom right, there are buttons for 'CANCEL APPLICATION' and 'NEXT'.

Step 4: Select your trade. Please select every trade you may perform.

The screenshot shows the 'Contractor Registration Application' form in the 'Classification' step. The progress bar at the top indicates the current step. The main content area includes a section for 'New registration' with a dropdown menu for 'Trade'. The dropdown menu is open, showing a list of trades with checkboxes: 'Asbestos Removal', 'Basement', 'Block', 'Building Contractor', 'Cabinets (Install)', and 'Concrete'. At the bottom right, there are buttons for 'CANCEL APPLICATION', 'PREVIOUS', and 'NEXT'.

Step 5: verify your information is correct and click next

The screenshot shows the 'Parties to Application' step of the Contractor Registration Application. The progress bar at the top indicates that 'Plan' and 'Classification' are complete, while 'Parties to Application' is the current step. Below the progress bar, there is a section titled 'Add the people, businesses, and contractors involved in the application and assign all required roles.' Underneath, there is a list of 'Persons & Businesses' with an 'ADD' button. A card for 'McCracken Planning' is shown, with fields for 'Role' (Applicant), 'Email' (clarkp@mccrackencountyky.gov), and 'Phone' (redacted). An 'EDIT' button is next to the card. At the bottom right, there are buttons for 'CANCEL APPLICATION', 'EXIT TO DASHBOARD', 'PREVIOUS', and 'NEXT'.

Step 6: complete any missing information, such as your business license number and expiration date.

This screenshot shows the 'Parties to Application' step with the 'ADD' button highlighted in yellow. The 'McCracken Planning' card is still visible, but the 'EDIT' button is no longer present. The 'NEXT' button at the bottom right is also highlighted in yellow.

This screenshot shows the 'Parties to Application' step with the 'ADD' button highlighted in yellow. The 'McCracken Planning' card is still visible, but the 'EDIT' button is no longer present. The 'NEXT' button at the bottom right is also highlighted in yellow.

Step 7: Click confirm form. Once you've confirmed the form, click next.

The screenshot shows the 'Contractor Registration Application' form in the Cloudpermit system. The form is titled 'Contractor Registration Application' and is part of a wizard with steps: Plan, Classification, Parties to Application, Forms, Attachments, and Summary. The 'Forms' step is currently active, indicated by a green checkmark. The form contains a section for 'Trade registration information: Contractor Registration' with a 'CONFIRMATION NEEDED' badge. It includes fields for 'County Business License number' (with a placeholder 'county business license number') and 'License expiration date' (with a placeholder '10/8/2027'). A 'CONFIRM FORM' button is visible. Below the form, there is a 'Changes saved' message and a 'CANCEL APPLICATION' button. At the bottom, there are buttons for 'EXIT TO DASHBOARD', 'PREVIOUS', and 'NEXT'.

Step 8: add any necessary attachments

The screenshot shows the 'Contractor Registration Application' form in the Cloudpermit system, specifically the 'Attachments' step. The form is titled 'Contractor Registration Application' and is part of a wizard with steps: Plan, Classification, Parties to Application, Forms, Attachments, and Summary. The 'Attachments' step is currently active, indicated by a green checkmark. The form contains a section for 'Upload supporting documents, complete their details, and create the attachments before continuing.' It includes a large text area with instructions: 'Drag and drop files here or click here to select files from your computer.' and 'You can upload multiple attachments at the same time. Maximum individual file size is 100 MB. Allowed file types are PDF, image, Microsoft Office, OpenOffice and ZIP. ZIP files have to be uploaded individually.' Below the text area, there is a 'CANCEL APPLICATION' button. At the bottom, there are buttons for 'EXIT TO DASHBOARD', 'PREVIOUS', and 'NEXT'.

Step 9: submit your application

Cloudpermit - US-KY145-CR-2025 X

https://us.cloudpermit.com/mccrackencounty/ky/workspace/US-KY145-CR-2025-396/wizard/summary

Cloudpermit Support EN McCracken Planning

Back

Contractor Registration Application

Plan Classification Parties to Application Forms Attachments Summary

Review the application details and resolve any missing information before submitting.

Overview

Application type

Description of application
contractor

Category Trade
New registration General Contractor

Applicant
McCracken Planning

Forms
Trade registration information: Contractor Registration

Attachments
-

CANCEL APPLICATION EXIT TO DASHBOARD PREVIOUS **SUBMIT APPLICATION**