



**TO CONTRACTORS INTENDING TO  
PERFORM WORK IN PORT CARLOS COVE**

**Our rules exist for one purpose - for Port Carlos Cove to be reasonably assured that the proper permit, license, and insurance is in place for work performed in our community.**

- **If the project requires a permit, a permit must be in place.**
- **If the project requires a license to comply with Florida or Lee County statutes or codes, then the license must be in place.**
- **You must have Commercial General Liability insurance, and this coverage needs to be confirmed with a Certificate of Insurance issued by your insurance agency.**
- **You must have Workers Compensation for all of your employees and hired help, and this coverage needs to be confirmed with a Certificate of Insurance issued by your insurance agency. (If you are an LLC or Corporation with Workers Compensation exemptions, we need a copy of each exemption.)**
- **If you are sub-contracting the majority of the work, your sub-contractor needs to provide Certificates of Insurance as well.**

**UNLESS ALREADY ON FILE WITH PORT CARLOS COVE, PLEASE  
LEAVE A COPY OF YOUR LICENSE AND CERTIFICATE OF INSURANCE  
AT OUR CORPORATE OFFICE. YOU CAN ALSO FAX OR EMAIL TO US.**

**Working without the appropriate permit, license, and insurance is illegal, and not acceptable within Port Carlos Cove.**

**Thank you for your strict adherence to these rules.**

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