

BRUCE A. BLAKEMAN
COUNTY EXECUTIVE



JOHN R. CAPECE
COMMISSIONER

DEPARTMENT OF CONSUMER AFFAIRS

FINGERPRINTING REQUIREMENT FOR HOME IMPROVEMENT CONTRACTORS

In December 2023, the Nassau County Legislature passed an amendment to the Nassau County Administrative Code Sections 21-11.4 (2) b & c, regarding Home Improvement License requirements.

Pursuant to Section 21-11.4 (2) b, the Department of Consumer Affairs will once again be requiring all contractors seeking a new home improvement license, or requesting to renew a current home improvement license, to submit to fingerprinting, as is required for its other licenses.

The Department of Consumer Affairs is currently working with the Division of Criminal Justice Services to set up a procedure for the fingerprinting, which will be done by a third-party company designated by the Department.

Once the procedure is in place, all **new** license applicants will be required to submit to fingerprinting.

Starting in 2025, **current** license holders will be required to submit to fingerprinting for their 2025 license renewal. In 2026, the license holders who are eligible for renewal in 2026 will submit to fingerprinting.

A **one**-time fee will be paid by the license applicant or holder, which will NOT be required for subsequent renewals.

Pursuant to Section 21-11.4 (2) c, all license applicants and holders must submit a Certificate of Insurance for general liability insurance, with a **minimum** of \$250,000 per person, \$500,000 per occurrence, and \$100,000 for property damage.

Sincerely,

A handwritten signature in black ink, appearing to read "John R. Capece", is written over a horizontal line.

John R. Capece
Commissioner