

**CITY OF EASTLAKE BUILDING DEPARTMENT
35150 LAKESHORE BOULEVARD
EASTLAKE, OHIO 44095
440-951-1416 EXT. 117 FAX: 440-975-4280**

CONTRACTOR REGISTRATION

Type or print ALL information in ink. Applicant to complete both sides of this application. Incomplete applications will be returned and will delay processing. The Eastlake Building Department does not enforce deed restrictions, covenants, or subdivision regulations.

Company Name: _____ Owner/President Name: _____
Address: _____ Business Phone: _____
City: _____ State: _____ Zip: _____ Social Security # _____
Corporation Partnership Proprietorship Individual

COMPLETE THE FOLLOWING IF A CORPORATION:

President Name: _____ Federal I.D #: _____
Vice President Name: _____ Secretary Name: _____

<p>The following registration for contractors REQUIRES State Licensing. Attach copy and indicate number:</p> <p><input type="checkbox"/> Electrical _____</p> <p><input type="checkbox"/> Plumbing _____</p> <p><input type="checkbox"/> Fire Protection _____</p> <p><input type="checkbox"/> Refrigeration _____</p> <p><input type="checkbox"/> Hydronic _____</p> <p><input type="checkbox"/> HVAC</p>	<p><input type="checkbox"/> General</p> <p>SPECIFY ON BOND THE TRADE THAT YOU ARE ENGAGED IN</p> <p>EXAMPLE: GENERAL CONTRACTOR SPECIALIZING IN ROOFING, SIDING, CARPENTRY, ETC. ONLY (1) BOND IS REQUIRED AND (1) REGISTRATION FEE.</p> <p>REGISTRATION FEE \$ 100.00</p>
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DEFINITIONS:

GENERAL CONTRACTOR: Any individual, firm, co-partnership, corporations, association or other organizations, or any combination thereof, who or which by himself or itself, or by or through others, construction, alters, repairs, adds to, subtracts from, reconstruction or remodels any building, structure or appurtenances thereto, or who to which undertake or offers to undertake, or purports to have the capacity to undertake or submits a bid to do so.

SUBCONTRACTOR: Any individual, firm, co-partnership, corporation, association or other organization, or any combinations thereof who or which by himself or itself or by or through others, undertake excavation, installation of foundations, constructs or installs any plumbing, H.V.A.C, electrical, roofing, siding, gutters, and downspouts, landscapes or participates in any phase of construction or purports to have the capacity to undertake or submits a bid to do so. All contractors or subcontractors shall be required to register with the Building Department according to the provisions of this Chapter 1309, as a condition of doing business in the City of Eastlake.

THE FOLLOWING IS A CHECKLIST OF THE REQUIRED FORMS AND INFORMATION:

- a. Complete and SIGN application
- b. \$15,000 bond with Power of Attorney (or Continuation Bond if a renewal).
- c. We do not have our own bond form. Original required.
- d. Certification of insurance (Minimum \$500,000 Bodily & \$500,000 Property)
- e. City of Eastlake named as certificate holder.
- f. Bond term must be dated from date of registration through Dec 31 of the same year.
- g. \$100.00 registration fee.
- h. Current copy of State of Ohio Worker's Compensation Certification.
- i. Self addressed stamped envelope when applying through the mail.
- j. **DO NOT SEND CASH. Make Checks Payable to: City of Eastlake**

One application form may be used for multiple registrations. All heating, ventilation and air conditioning contractors, refrigeration contractors, electrical contractors, plumbing contractor and hydronics contractors shall provide the Building Department with copies of their Licenses from the State of Ohio. Contractors engaging in fire protection work shall provide copies of their certificate from the State Fire Marshall's Office.

Complete the following for all new or renewal general and subcontractor registrations:

What is the construction experience of the applicant? Years: _____

How many years in business under the present business name? _____

Did you own or operate another business in the past?

No Yes If YES, Name of business _____

Do you have any past or pending court actions regarding any businesses that you owned or operated?

No Yes If YES, specify _____

Have you, an officer, or partner ever fail to complete work that's been awarded to you or your company?

No Yes If YES, specify in detail, include names, addresses of parties involved, and reason for not completing work _____

Has your license ever been revoked or suspended?

No Yes If YES, specify in detail, include city: _____

List two other municipalities you are registered in: _____

I have read and completed both sides of this application. The acceptance of this contractor registration herein applied for shall constitute an agreement on my/our part to abide by all conditions herein contained and also to comply with all ordinances set forth by the City of Eastlake, and the laws of the State of Ohio relating to the work to be done there under and said agreement is a condition of said registration. I also understand my registration may be revoked for failure to call for inspections.

Signature of:

OWNER/PRESIDENT: _____ **PRINT NAME:** _____

INDIVIDUAL: _____ **DATE:** _____