



Contractor Registration

Building Department Hours
8am to 3pm Monday through Friday
440-235-4225

Date Issued

Contractor Registration Requirements

1. Contractor registration applications must be completed. Include a self-addressed stamped envelope. Incomplete applications will be returned unapproved.
2. \$125 per calendar year, per trade. There is a \$125 penalty fee for working without registration.
3. All registrations expire at the end of the calendar year.
4. \$10,000.00 on Olmsted Township Bond Form.
5. A Certificate of Insurance showing **Olmsted Township as Certificate Holder and additional insured:** amount \$300,000 per occurrence for bodily injury and for property damage, \$600,000 general aggregate and \$600,000 for products completed operations general aggregate.
6. For plumbing, HVAC, Electrical, and fire protection contractors, a copy of your Certificate of Competency issued by Ohio and Construction Industry Examining Board and/or a testing community must be attached.
7. Only those names listed as authorized agents may obtain permits.
8. All work must be performed according to the Building Codes of Olmsted Township and the State of Ohio.
9. Permits must be obtained and posted at job site before work begins. If a contractor begins work before obtaining a permit, penalty fees will be assessed.
10. You may obtain permits and/or register as a contractor **Monday through Friday** between the hours of: **8:00 A.M. to 3:00 P.M. or by mail.**

INSPECTIONS MUST BE REQUESTED 24 HOURS IN ADVANCE



Contractor's Registration Application

Business Name: _____

Business Address: _____

Business Telephone: _____ Business Fax: _____

Cell Phone: _____ SSN: _____

Email: _____

Partnership Corporation Sole Proprietorship

If Corporation, corporate charter number _____

List requested information for owner, managing partner, president or statutory agent

Name: _____

Home Address: _____

Home Phone: _____ Cell: _____

Street	City	State	Zip
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Email: _____

\$125 per trade

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Alarm | <input type="checkbox"/> Asbestos Abatement | <input type="checkbox"/> Asbestos Training | <input type="checkbox"/> Asphalt |
| <input type="checkbox"/> Carpentry-finish | <input type="checkbox"/> Communication Wiring | <input type="checkbox"/> Concrete | <input type="checkbox"/> Demolition |
| <input type="checkbox"/> Drywall | <input type="checkbox"/> Electrical | <input type="checkbox"/> Reliner/Renovator | <input type="checkbox"/> Excavating |
| <input type="checkbox"/> Fence | <input type="checkbox"/> Fire Protection | <input type="checkbox"/> Fire Alarm | <input type="checkbox"/> Insulation |
| <input type="checkbox"/> General Contractor | <input type="checkbox"/> Gutter | <input type="checkbox"/> HVAC | <input type="checkbox"/> Housemovers |
| <input type="checkbox"/> Lead Abatement | <input type="checkbox"/> Lead Testing | <input type="checkbox"/> Masonry | <input type="checkbox"/> Plumbing |
| <input type="checkbox"/> Radon Abatement | <input type="checkbox"/> Radon Testing | <input type="checkbox"/> Refrigeration | <input type="checkbox"/> Roofing-Commercial |
| <input type="checkbox"/> Siding | <input type="checkbox"/> Sign | <input type="checkbox"/> Roofing-Residential | <input type="checkbox"/> Sewer-BUILDER, Cleaner |
| <input type="checkbox"/> Sprinkler-Lawn | <input type="checkbox"/> Structural Steel | <input type="checkbox"/> Waterproofing | <input type="checkbox"/> Swimming Pool |
| <input type="checkbox"/> Telecommunications | <input type="checkbox"/> Others | | |



**Olmsted Township
Contractors Registration Bond**

Bond No. _____

KNOW ALL MEN BY THESE PRESENTS:

That we, _____

(Contractor)

of _____, State of _____, as Principal, and

_____, a corporation duly licensed to do surety business

in the State of Ohio, as Surety, are held and firmly bound unto the city of Olmsted Township, and its citizenry (collectively, the "Obligee"), in the penal sum of not to exceed **TEN THOUSAND DOLLARS (10,000.00)** lawful money of the United States of which payment will truly to be made, we bind ourselves and our legal representatives firmly by these presents.

THE CONDITION OF THE ABOVE OBLIGATION IS that the principal has been registered as a contractor of the Obligee.

NOW, THEREFORE, if the Principal shall perform its work in Olmsted Township in a workman like manner and faithfully keep its contractual obligations to Obligee and in all things comply with the laws, rules, and regulations of Olmsted Township, including all amendments thereto, pertaining to the registration applied for, then this obligation shall be void; otherwise this obligation shall remain in full force and effect until canceled by the Surety as provided below or released by the Obligee.

This bond may be terminated at any time by the Surety upon sending written notice by First Class U.S. Mail to the Obligee and to the Principal at the addresses last known to the Surety, and at the expiration of thirty (30) days from the mailing of said notice, this bond shall terminate and the Surety shall be relieved from any liability for any acts or omissions of the Principal subsequent to that date. The Surety shall not be liable for more than the amount of this bond, regardless of the number of claims made against this bond or the number of years this bond remains in force.

Date this _____, _____.

Date of expiration: _____, _____.

Principal

Principal

Surety

By: _____
Name and Title