



ANY CONTRACTOR or SUB-CONTRACTOR WORKING IN THE CITY MUST BE REGISTERED

Work CANNOT begin on ANY project until the approved Registration/Permit are on site
DOUBLE FEES APPLY TO ALL WORK STARTED WITHOUT REGISTRATION/PERMIT(S)

2019 CONTRACTOR REGISTRATION

Return completed request (*along with Permits*) to the Building Dept. (Allow 3-5 days for processing)
INCORRECT and/or INCOMPLETE REGISTRATIONS WILL BE RETURNED
Once approved, Registrations will be sent, as designated on the Application

PER REGISTRATION (GENERAL, ELECT, HVAC, PLUMB, etc) **COMPLETE AND RETURN THE FOLLOWING:**

- **APPLICATION & \$125 FEE** (*Checks payable to: City of Brook Park*)
- **\$25,000 SURETY BOND ORIGINAL*** - *Copies NOT accepted* -
 - *Must use bond form attached (Standard insurance company bond forms not accepted)*
 - *Must be dated to cover the period: Date of issuance through **December 31, 2019***
 - *Bond must be signed by the principal (Typewritten names not acceptable)*
 - *Bond must have an original embossed, foil or stamped seal*
- **CERTIFICATE OF LIABILITY INSURANCE***
 - *MUST name the City of Brook Park as additional insured for all work performed within the corporate limits of the City (We **DO NOT** accept an "X" in the box).*
- **STATE OF OHIO WORKER'S COMPENSATION CERTIFICATE**
- **STATE OF OHIO LICENSE (ELECTRIC, HVAC, PLUMBING)**
 - *Sprinkler/Security/Fire Alarm Contractors must furnish State of Ohio Certification #*
- **Stamped, self-addressed envelope** (*If being returned via Mail*)

* *MUST comply with Ordinance 1311.06 – Surety Bond & Insurance Requirements*



CONTRACTOR REGISTRATION APPLICATION

TYPE: General Electrical HVAC Plumbing Other: _____

RETURN CONTRACTOR REGISTRATION VIA: E-Mail Mail

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

BUSINESS PHONE #: _____ FAX #: _____

E-MAIL: _____

OWNER'S NAME: _____

DRIVERS LICENSE #: _____ STATE: _____

CELL #: _____ E-MAIL: _____

Check Here – If Owner's address is same as Business address above

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

WORKERS COMPENSATION

I understand that state law requires me to have Workers Compensation pursuant to Chapter 4123 of the Ohio Revised Code

_____ (Initials) I have provided my current Workers Compensation Certificate for registration

- OR -

_____ (Initials) I am the sole owner of my company and do not have any employees; therefore, I do not carry Workers Compensation. If sub-contractors are hired to perform any duties, I understand they must be a registered contractor in the City of Brook Park.

SIGNATURE:

DATE:



2019 CONTRACTOR'S BOND

_____ as principal, and _____ as surety, are hereby held and firmly bound unto the City of Brook Park, State of Ohio, in the penal sum of **Twenty-Five Thousand (\$25,000)** Dollars for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns, to the present.

The conditions of this obligation are such that, whereas, the above named principal did on the _____ day of _____, 20 ____ make application to be registered as a _____ Contractor in the City of Brook Park, under the pursuant Ordinance No. 8611-1999, which is made a part of this bond by reference.

Now if the said Principal shall receive from the Building Commissioner a registration as a Contractor, entitling him to engage in work or, or act as a _____ Contractor, within the Corporate limits of the City of Brook Park for the current calendar year, as stated in said registration application, and shall fully and faithfully comply with all the provisions of the Ordinances, Resolutions and Regulations of the City of Brook Park as are now enacted and which may hereafter be enacted in relation to doing said work and further will safeguard said City and all persons from injuries or damages to persons or property arising by reason of the negligence, or failure to properly perform any work carried on or undertaken under said Registration, to correct or abate any violation of the City Building Code, within a reasonable time limit as set by the Director of Public Safety and also where any opening is made or material is placed in the street or highway, will remove any material remaining and replace and restore, or cause to be replaced and restored, the street or highway and the pavement over such opening, to as good a state and condition as found previous to the opening of the same, or pay said City for having same replaced and restored, as the case may be, then this obligation shall be null and void; otherwise, it shall remain in full force and effect for a period *commencing* on the _____ day of _____, 20 ____ and **ending on the 31st day of December, 2019** it is being expressly understood that the liability of the surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

Provided that any forbearance on the part of the City of Brook Park in respect to the neglect of failure of said principal to comply with any of the Ordinances, Resolutions or Regulations of the City of Brook Park respecting said _____ work shall not in any manner operate to release or discharge the surety from its liability under this bond.

WITNESS our signature this _____ day of _____, 20 ____.

PRINCIPLE SIGNATURE : _____

ATTORNEY-IN-FACT SIGNATURE: _____ (Seal)
