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COMMUNITY DEVELOPMENT DEPARTMENT

CONTRACTOR REGISTRATION FORM

January 1, 2023 thru December 31, 2023

Sole Owner Partnership Corporation LLC LLP

Business Name: _____

Business Owner's Name: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

Please register my business under the following categories:

1. _____
2. _____
3. _____

I am familiar with the provisions of the building codes and regulations required by the Village of Cary and agree to conform to and follow said codes and regulations.

Signature: _____ Date: _____

Fees

If Paid: January 1st to June 30th = \$75.00

If Paid: July 1st to December 31st = \$38.00

Administrative Use Only:	<input type="checkbox"/> Entered into BS&A
Bond Insurance Co: _____	Bond Expiration Date: _____
Fee Paid: _____	<input type="checkbox"/> N/C IDPH license/registration
Certif. on file: ___Yes ___No	License on file: ___Yes ___No
	Lead Paint Cert.: ___Yes ___No



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COMMUNITY DEVELOPMENT DEPARTMENT

CONTRACTOR REQUIREMENTS

Village Registration:

- Each General Contractor and Subcontractor shall register with the Community Development Department. Registration fee is \$75.00 annually (\$38.00 after July 1st). *Does not apply to State of Illinois licensed Plumbing, Fire Alarm and Fire Sprinkler Contractors.*

Surety Bond:

- Each General Contractor and Subcontractor shall provide the Community Development Department with a Surety Bond in the sum of \$10,000.00 annually. *Does not apply to State of Illinois licensed Plumbing, Fire Alarm and Fire Sprinkler Contractors.*
- This Bond shall indemnify, keep and save harmless the Village against any loss, cost, damage, judgments of liability of any kind whatsoever, which the Village may suffer or to put on or which may accrue against it, be charged to or be recovered from the Village or any of its officials by reason of an act or thing done or neglected to be done under or by any virtue of the authority given to such Contractors and Subcontractors.

State License / Registration:

- **Plumbing** contractors shall submit:
 - Copy of State License (058-)
 - Copy of State Registration (055-)
 - A Letter of Intent for each project:
 - Original document
 - Signed by plumber listed on State Registration
 - Notarized or Corporate Seal (if company is incorporated)

NOTE: A licensed plumbing contractor is required to perform all work on:

- Sanitary service within 5'-0" of building.
- Entire water service from building to main, including the tap to the main.
- **Fire Alarm** contractors shall submit a copy of their State License.
- **Fire Sprinkler** contractors shall submit a copy of their State License.
- **Roofing** contractors shall submit a copy of their State License. Contractors working on commercial buildings or multi-family residential buildings of more than 8 units shall have an Unlimited Roofing License.
- **Lawn Irrigation** contractors shall submit a copy of their State Registration.
- **Radon Mitigation** contractors shall submit a copy of their State License. Contractors working on commercial buildings shall be listed on the IEMA website as having submitted to the State a Standard Operating Procedure in accordance with 32 Illinois Administrative Code 422.

Additional Items:

- All **Siding, Window** and **Interior Remodeling** Contractors are asked to provide the Village with a copy of their State of Illinois Lead Paint Certification.
- **Electricians** are asked to submit a copy of municipal Electricians License or ICC Electrical Contractor Certificate