

Registration of Contractors

CONTRACTORS REQUIREMENT: An ordinance was enacted in 1996 to require that contractors performing work in this City be first registered with Bay Village's Building Department.

DEFINITION: "Contractor" – a person, corporation, partnership, firm or other business association which either negotiates a written or oral contract and/or performs physical labor for consideration.

REGISTRATION REQUIREMENTS: All contractors engaged in the trade or occupation of building, constructing, altering, repairing, painting, moving, demolition, plastering, masonry work, roofing work, paving, fencing, landscaping, or any other similar type of work, shall duly register as a contractor. All contractors engaged in performing work relative to the four safety mechanical trades, "electrical, plumbing, heating and air conditioning" should be duly registered with the Building Department before performing this type of work.

LIABILITY: All contractors shall carry current liability and property damage insurance and shall provide proof by furnishing a "Certificate of Insurance" naming the City of Bay Village as additionally insured (\$100,000/\$300,000 bodily injury and \$50,000 property damage).

CONTRACTOR RESPONSIBILITY: Contractors who become registered in the City of Bay Village, shall warrant or be presumed to have warranted that all work performed and all materials to be supplied by contract are in compliance with all applicable ordinances of the City unless the contractor has actual knowledge of any deficiencies or noncompliance at the time the contract is entered into.

REVOCATION OF REGISTRATION: Contractors registration is valid for one calendar year and then must be renewed. Contractors may have their registration revoked by the Building Commissioner for any of the following reasons:

- A. Misrepresentation of a material fact by the applicant in obtaining the license or renewal thereof.
- B. The use of a license by the licensee in obtaining a building permit for work to be performed by a contractor or builder other than the licensee.
- C. Violation of or noncompliance with any provision of any applicable code or ordinance of the City in the performance of any work done pursuant to a license issued hereunder.

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- D. Failure to abate a violation or noncompliance with any provision of any applicable code or ordinance of the City within the time specified in the written notice of such violation or noncompliance.

- E. Upon a determination by the Building Commissioner that the applicant or licensee has engaged in a course of conduct calculated to induce owners and/or tenants of property or their authorized agents, to enter into a contractual relationship for labor and/or materials through misrepresentation of labor costs or that the materials used complied with all applicable ordinances of the City in which such misrepresentation was made.

Application for Registration

City of Bay Village

350 Dover Center Road, Bay Village, Ohio 44140
Phone: (440) 899-3400 Fax: (440) 899-3482

REQUIREMENTS FOR REGISTRATION

1. Application completed and returned
2. Certificate of insurance with the City of Bay Village named as ("ADDITIONALLY INSURED")
3. Fee \$75.00(seventy-five dollars).
4. Licensed contractors must supply a copy of certification from the State of Ohio.
 - **Include a Self addressed, stamped envelope if applying by mail**
 - **Applications missing required documents or information will be returned**

APPLICATION FOR CONTRACTOR'S REGISTRATION

Applicant: (company name) _____

Address: (street, city, state, zip) _____

Phone: _____ Cell/Beeper: _____ Fax: _____

Fed. I.D.# or SS#: _____ Contact Name: _____

Check one:

- | | | |
|---|---|---|
| <input type="checkbox"/> Builder New Homes | <input type="checkbox"/> Carpenter/Handyman | <input type="checkbox"/> Concrete/Masons/Paving |
| <input type="checkbox"/> Fence/Utility Bldgs. | <input type="checkbox"/> Electrical (requires certification) | <input type="checkbox"/> General/Remodeler/ Pools |
| <input type="checkbox"/> Garage/Door Openers | <input type="checkbox"/> HVAC (requires certification) | <input type="checkbox"/> Demolition/Excation |
| <input type="checkbox"/> Radon Systems | <input type="checkbox"/> Plumber (requires certification) | <input type="checkbox"/> Waterproofing/Sewer |
| <input type="checkbox"/> Landscaping/Irrigation Systems/Tree Service | <input type="checkbox"/> Security/Fire/Communication Systems/Low Voltage | |
| <input type="checkbox"/> Exterior Home Improvement (Window & Door/
Painting/Roofing/Siding/Gutters/Insulation) | <input type="checkbox"/> Other (ie.. Pool, sign, lead abatement
asbestos removal, satellite dish,etc.) | |

CIRCLE ONE: CORPORATION COPARTNERSHIP PROPRIETORSHIP

If a corporation, answer the following: President's name: _____

List other municipalities that your company is registered in: _____

Signature of Applicant

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OFFICE USE ONLY

Registration no.: _____ Registration date: _____ Paid check/cash: _____ Amt. _____