Print Form

CONTRACTOR APPLICATION FOR CERTIFICATE OF REGISTRATION

Portage County Building Department

449 South Meridian Street, Ravenna, 44266
Phone (330) 297-3530 Fax (330) 297-3896

No# _____

Ck# _____ Rn# _____

FEE: $ 100.00 per calendar year

Business Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ Cell _____

Email Address _____ FED ID # _____

Business type ☐ Partnership ☐ Corporation ☐ Sole Proprietorship

If corporation, charter number _____

Registration Type

☐ General Contractor ☐ Electrical ☐ Mechanical ☐ Refrigeration

☐ Hydronics ☐ Fire Alarm ☐ Sprinkler

MUST ATTACH THE FOLLOWING: $ 10,000.00 Contractor Bond, [use Portage County Bond Form], copy of proof of insurance, copy of Ohio State License for Mechanical, Electrical, Hydronics, Refrigeration, copy of State Fire Marshall registration for fire suppression. All forms must be current.

_____

PRINT NAME SIGNATURE DATE

Notary _____

My Commission expires _____

Date _____

NOTE Certificate of Registration expires December 31st of each year. If any of the above required documents expires during the year, your registration certificate will become void, until such time as those document are resubmitted. This may cause a delay in your obtaining permits. It is recommended that all documents be designed with an expiration date of December 31st, of each year.