

**VILLAGE OF MELROSE PARK**  
**Building Department**  
**1000 N 25th Avenue – Melrose Park, IL 60160**  
**Phone (708) 343-4000 Ext. 122- Fax (708) 343-1917**

**CONTRACTOR'S REGISTRATION**

_____		_____	
NAME OF FIRM		TYPE OF BUSINESS	
_____		_____	
BUSINESS PHONE NUMBER		BUSINESS FAX NUMBER	
_____			
ADDRESS	CITY	STATE	ZIP
_____		_____	
PRINCIPAL OWNER'S NAME		HOME PHONE	
_____			
PRINCIPAL OWNER'S ADDRESS (IF DIFFERENT FROM ABOVE)			
_____			

***Job Name and Location***

The applicant herewith agrees to perform all work in conformance with all applicable State and Local regulations, code and standards. Failure to remedy non-compliance of code-related work shall result in the termination of this registration and no further work within the Village shall be performed.

_____	_____
Applicant's Signature	Date Received

**General Information**

1. **Contractors** – registration fee of **\$75.00** must be paid. Registration expires one year after issue date.
2. **Landscapers** – registration fee of **\$130.00** must be paid. Registration from January to December
3. **A License & Permit Bond shall be submitted in the amount of \$10,000.00.** The Bond shall have an expiration date no earlier than one year from the date of registration. A copy of the **Certificate of Insurance** to be filed at the time of application. **The holder to be the Village of Melrose Park.**
4. No registration shall be valid until the required fee has been paid, the License Bond submitted and approval obtained from the Building Commissioner.
5. Registration does not replace Building Permits or other required permits/documents.
6. For **Roofers, Plumbers** and **Electricians** a copy of your **current State License** is required

_____	_____
APPROVED	APPROVAL DATE