



CITY OF DELAWARE • PLANNING AND COMMUNITY DEVELOPMENT

Contractor Registration

Year submitting payment for

Form with checkboxes for Demolition, Sign, Electrician, Gas Line, Excavator, Remodeler/Home Maintenance, General Contractor, Other, Mechanical/HVAC, and Roofer.

Business Name \_\_\_\_\_ Contact Name \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Project Name and address you are working on:

I hereby agree to save, indemnify and hold harmless the City against any and all liabilities, judgments, damages, costs and expenses which may in any case accrue against the City in consequence of the granting of any registration or which may arise from operations under such person directly or indirectly employed by them. Any registration may be revoked for incompetence, non-compliance, safety violations, violations of the Codified Ordinances, or other City Codes.

Signature \_\_\_\_\_ Date \_\_\_\_\_

FEE - \$35.00 fee regardless of number of services checked above, checks made payable to the City of Delaware. Payment expires December 31st of each year. You must have INSURANCE- CHECK- BOND(if required)-STATE LIC information(if required) to receive your registration.

LIABILITY INSURANCE REQUIREMENTS - For all registrations, the insurance requirements are as follows: Evidence of comprehensive general liability coverage, including premises and operations, products and completed operations coverage with minimum policy limited of \$300,000 combined single limit or \$300,000 bodily injury and \$300,000 property damage. A Certificate of Liability Form must be submitted with this application and the Certificate Holder must be the City of Delaware, ATTENTION PLANNING DEPARTMENT, 1 South Sandusky Street, Delaware, OH 43015.

BOND REQUIREMENTS - For demolition and excavation registrations only, a Permit Bond of at least \$5,000 will be required. Higher limits may be established by the City's Risk Manager. Said bond must be issued by a surety company authorized to do business in the State of Ohio. The bond will be conditioned that such person will guarantee proper execution and completion of the work authorized by any permit issued under such registration, and will perform said work to the satisfaction of the City; and will strictly comply with the conditions and provisions of the City.

GENERAL CONTRACTOR - means those persons or companies in the business of doing construction inclusive of the mechanical trades being performed by them.

REMODELER/HOME MAINTENANCE - means those persons or companies in the business of doing additions, rehabilitation and remodeling, with limited electrical and HVAC involved.

MECHANICAL CONTRACTOR - means those persons or companies in the business of performing the mechanical trades ( electrical and HVAC) throughout a structure.

ELECTRICIAN - means those persons or companies in the business of installing, repairing, updating or maintaining or updating electrical systems throughout a structure.

HVAC - means those persons or companies in the business of installing, repairing, updating or maintaining heating, ventilating and air conditioning systems throughout a structure.

SIGN - means those persons or companies in the business of installing, repairing, maintaining or updating signs.

ROOFER

EXCAVATOR - means those persons or companies in the business of installing sewer laterals and doing general excavation and grading types of operations. See bond requirements above.

DEMOLITION - means those persons or companies in the business of removing or tearing down structures & removing materials from the site. See bond requirements above.

GAS - means those persons or companies in the business of installing, repairing, updating or maintaining natural gas lines throughout a structure.

With all commercial applications, submit the list of sub-contractors working on the project for the following trades: electrical, HVAC, refrigeration and hedonics. In addition, supply each sub-contractors state certification number assigned by the Ohio Construction Industry Licensing Board.