



CONTRACTOR REQUIREMENTS

All trades must complete a **Contractor Registration Application** and **pay the \$150.00 fee** (except plumbing and irrigation contractors) and/or provide the necessary signed surety bond, general liability certificate and trade license if applicable. **(See Attached Contractor Registration Application)**

A **General Contractor** is one who contracts for the construction of an entire building or project, rather than for a portion of the work.

A **Sub-Contractor** is one who is contracted for his specialized trade of work by the general contractor.

The requirements are per the Code of Ordinances for The Village of Plainfield, **Chapter 2.5, Article I. IN GENERAL, Sec. 2.5-5.** Public safety, insurance, bonds, licensing, and regulations.

**24401 W. Lockport St.
Plainfield, IL 60544
Phone (815) 439-2937
Fax (815) 609-6114**

VILLAGE OF PLAINFIELD CONTRACTOR REGISTRATION APPLICATION

DATE APPLIED: _____

BUSINESS INFORMATION:

NAME OF BUSINESS: _____

ADDRESS (PO BOX'S ARE NOT ACCEPTED):

CITY: _____ STATE: _____ ZIP: _____

BUSINESS PHONE: _____ FAX: _____

TYPE OF BUSINESS (i.e. concrete, electrical, carpentry): _____

REGISTERING AS A: GENERAL _____ OR SUB-CONTRACTOR _____

Name of primary contact: _____

Email: _____

Is the Contractor registration for a COMMERCIAL project? Circle one: yes or no

24 HOUR EMERGENCY PHONE NUMBER (REQUIRED): _____

GENERAL CONTRACTORS:	Are required to submit the application, pay \$150 annual registration fee, provide a SIGNED, SURETY BOND in the amount of \$10,000.00 and CERTIFICATE OF INSURANCE for General Liability in the amount of \$500,000.00 listing the Village of Plainfield as certificate holder.
SUB-CONTRACTORS:	Are required to submit the application and pay \$150 annual registration fee.
ELECTRICAL CONTRACTORS:	Are required to submit the application, pay \$150 annual registration fee, CERTIFICATE OF INSURANCE for General Liability in the amount of \$500,000.00 listing the Village of Plainfield as certificate holder and a copy of current Illinois electrical license where electric test was taken.
PLUMBING and IRRIGATION CONTRACTORS:	Are required to submit the application, NO FEE , and provide a copy of the Illinois Health Certificate in the business name and the Owner's Journeyman's card or Illinois Health Certificate and/or Irrigation certificate.
ROOFING/SIDING CONTRACTORS:	All roofing & siding contractors who are acting as Generals , are required to submit the application, pay \$150 annual registration fee, provide a SIGNED, SURETY BOND in the amount of \$10,000.00 and CERTIFICATE OF INSURANCE for General Liability in the amount of \$500,000.00 listing the Village of Plainfield as certificate holder. Roofers must provide a current copy of State of Illinois Roofing License.

All contractors must submit an updated Contractor registration form yearly. A fax copy of the General Liability and signed Surety Bond is acceptable.

Signature: _____

ANNUAL FEE: \$150.00 is non-refundable

-----FOR OFFICE USE ONLY-----

Registration No. _____

Issued By: _____

Date Issued: _____

3/20/2009