

**APPLICATION FOR CERTIFICATE OF  
CONTRACTOR REGISTRATION *RENEWAL*  
CITY OF WILLOUGHBY, OHIO  
(440) 953-4118 or 4119 – FAX (440) 953-4167**

FEE: \$100.00 per category selected

DATE: \_\_\_\_\_

Owner/Applicant's Name \_\_\_\_\_

DBA/Company Name \_\_\_\_\_

Home Street Address \_\_\_\_\_

Business Street Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Home Phone # \_\_\_\_\_

Business Phone # \_\_\_\_\_

Cell Phone # \_\_\_\_\_

Fax Phone # \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Social Security # - Federal ID # - EIN # \_\_\_\_\_

**Contractor Registration application for: (“x” choose only one category from below)**

<b>GC</b>	<b>General Contractor</b> – doing all types of construction (commercial plus below)
GR	General Construction – residential only
GA	General Construction – accessory structures (i.e. fence, deck, garage, pool, shed)
GD	General Construction – demolition only
GP	General Construction – pavement only (asphalt or concrete)
GS	General Construction – signage only
GX	General Construction – excavation only (sewers)
GW	General Construction – windows, siding, roofing only
GL	General Construction – owner/limited premise only
<b>EC *</b>	<b>Electrical Contractor</b> – doing all types of electrical construction (commercial plus below)
ER	Electrical Construction – residential only
EL	Electrical Construction – owner/limited premise only
<b>PC *</b>	<b>Plumbing Contractor</b> – doing all types of plumbing, gas pipe (commercial plus below)
PR	Plumbing Construction – residential only
PL	Plumbing Construction – owner/limited premise only
<b>HC *</b>	<b>HVAC Contractor</b> – doing all types of HVAC, gas pipe (commercial plus below)
HR	HVAC Construction – residential only
HL	HVAC Construction – owner/limited premise only
<b>FP *</b>	<b>Fire Protection Systems</b> – doing all types of suppression and/or alarm systems

\* A COPY OF YOUR STATE LICENSE IS REQUIRED

Codified Ordinance 1327.09 requires renewal within 30 days prior to expiration.  
Expiration is December 31<sup>st</sup> of the calendar year.

**We will not process your registration unless the following are enclosed:**

1. Payment of \$100.00 per each category selected (1-5).
2. Current Certificate of Insurance with the city listed as CERTIFICATE HOLDER.
3. A separate Contractor's Bond in the amount of \$25,000.00 for each category selected (1-5).
4. A self-addressed stamped envelope.