

CONTRACTOR REGISTRATION

Registration Fee: \$100.00

Company Name: _____

Business Address: _____

City, State, Zip: _____

Name of Owner/Principal: _____

Address of Owner/Principal: _____

City, State, Zip: _____

(If different from above.)

Business Phone: _____ Cell Phone: _____

Email address: _____

I hereby certify:

(INITIALS REQUIRED)

_____ I am familiar with all City of Waukegan Ordinances, Current Adopted Codes, and Amendments.

_____ I have sufficient experience to be a contractor. I will complete all work in a workmanlike manner. I will conduct myself professionally when dealing with Building/Code Department Staff, Citizens, and City of Waukegan Business Owners.

_____ I will call for inspections as required (before covering any work) 24 to 48 hours ahead of time to 847-625-6868 or emailing bldgadmin@waukeganil.gov

_____ I have received a list of current codes and required inspections.

_____ If I start work prior to the issuance of a permit, permit fees will be doubled. If caught a second time the building official has the authority to suspend my registration for up to a year and issue a citation with fines of up to \$750.00 per day until the property is in compliance and finished in a workmanlike manner.

_____ I will hold the City of Waukegan harmless of any and all situations that may occur while construction is being done.

OFFICIAL OFFICE USE ONLY	
Application Approved: _____	
Application Not Approved: _____	
_____	_____
EMPLOYEE INITIALS	DATE

APPLICANT SIGNATURE

DATE

ONLY COMPLETED APPLICATIONS THAT MEET ALL REQUIREMENTS WILL BE ACCEPTED FOR PROCESSING

ALL REQUIREMENTS LISTED ON THE BACK



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CONTRACTOR REGISTRATION REQUIREMENTS

REQUIRED CERTIFICATE OF INSURANCE:

- ___ Comprehensive Liability
General Aggregate \$2,000,000. Min Limits
- ___ Workers Compensation AND/OR Waiver
- ___ Automotive Liability
- ___ CITY OF WAUKEGAN, AS ADDITIONAL INSURED

Demolition

\$100.00 Annual Registration Fee
COI (Certificate of Insurance)
\$15,000 License and Permit Bond

Electrical Licensed in Illinois

\$100.00 Annual Registration Fee
COI (Certificate of Insurance)
\$10,000 License and Permit Bond
Copy of Illinois Municipality License

Excavator

\$100.00 Annual Registration Fee
COI (Certificate of Insurance)
\$15,000 License and Bond required

H.V.A.C.

\$100.00 Annual Registration Fee
COI (Certificate of Insurance)
Copy of E.P.A. License

Sign Erector

\$100.00 Annual Registration Fee
COI (Certificate of Insurance)
If sign includes electric also:
\$10,000 License and Permit Bond
Copy of Illinois Municipality License

Electrical Waukegan Licensed

\$300.00 Three (3) year license
COI (Certificate of Insurance)
\$10,000 License and Permit Bond
Approved Waukegan Test Results

Elevator

\$100.00 Annual Registration Fee
COI (Certificate of Insurance)
Copy of Illinois State License

General

\$100.00 Annual Registration Fee
COI (Certificate of Insurance)

Roofing

\$100.00 Annual Registration Fee
COI (Certificate of Insurance)
Copy of Illinois State License