

CITY OF BRUNSWICK



CONTRACTOR REGISTRATION RENEWAL

Check box if no changes from last registration

Type of Registration, i.e. General, Electrical, Plumbing _____

Applicant's Name (owner/officer of company)

Phone (business)

Applicant's Address (residence)

Phone (cell)

City, State, Zip

Phone (home)

Company Name

Phone (fax)

Company Address

E-Mail

City, State, Zip

Registration Number

Attachments:

- Registration fee of \$125; additional \$125 is required if work started prior to registration.
- If applicable, a current license or certificate issued by any trade council, testing institution, accredited Board or other trade group.
- If applicable, a current license or certification by the State of Ohio in any field or trade.
- A certificate of insurance for general liability for bodily injury and property damage in the amount of \$500,000; City of Brunswick must be listed as additional insured.
- A certificate of coverage from the Bureau of Workers' Compensation **or** no Workers' Compensation provided because I am a sole proprietor _____ (please initial).
- Contractor Indemnification Bond in the amount of \$25,000.
- If applicable, list of subcontractors. The general contractor is responsible for ensuring all subcontractors are registered.
- Stamped, self-addressed envelope for contractor license to be mailed to you.

Permits and Certificates of Registration are issued Monday through Friday from 8:30 a.m. to 4:30 p.m.

For Office Use:

Date Issued

Receipt No.

PLEASE READ AND SIGN THE REVERSE SIDE OF THIS APPLICATION

**SECTION 1442.02 OF THE CODIFIED ORDINANCES OF THE CITY OF BRUNSWICK:
APPLICATIONS; QUALIFICATIONS**

An application for a certificate of registration required by Section [1442.01](#) shall be upon a form issued by the Chief Building Official and Income Tax Division that contains the following information:

- (1) A list of all subcontractors to be utilized, including address and contact information, which list must remain current and updated in writing with the City as necessary;
- (2) Evidence from a proper licensing authority, if applicable, that the applicant has received all necessary licenses;
- (3) Certification that the applicant has not had a license revoked in any state or municipality;
- (4) Certification that the applicant has not been penalized or debarred from any public contract in the previous five years for providing falsified certified payroll records or other violation of the Fair Labor Standards Act;
- (5) Certification that the applicant maintains a substance abuse policy for its personnel per Ohio Governor's Executive Order No. 2002-13T;
- (6) Certification that the applicant does not have a Bureau of Workers' Compensation Experience Modification Rating greater than 2.0;
- (7) Certification that the applicant has not had any "serious", "intentional" or "willful" violations of any Occupational Safety and Health Administration regulations in the previous two years;
- (8) Certification that the applicant has not had any convictions for violations of the Brunswick Building or Zoning Codes within the previous five years;
- (9) Certification that the applicant has not had any performance or indemnification bonds exercised on any projects within the previous ten years;
- (10) Certification that all subcontractors utilized will obtain a certificate of registration from the City prior to being utilized in any project in the City;
- (11) Certification that all individuals being issued an IRS Form 1099 will be considered independent contractors and will obtain a certificate of registration from the City prior to being utilized in any project in the City; and
- (12) Such additional information as the Chief Building Official or designee may deem advisable. A certificate of registration shall be granted if the application fully conforms with the requirements of this section and the Chief Building Official finds that the applicant is qualified to perform the work for which the application is sought.

(Ord. 19-16. Passed 3-28-16.)

Certification:

I do hereby certify that I have read the provisions of Section 1442.02 of the Codified Ordinances of the City of Brunswick; that I am fully aware of the requirements of the same; and that in the event that I am required to sublet work, that I agree to engage only registered contractors and that any misrepresentation of data or facts will cause for refusal of Certificate of Registration or revocation of the Certificate when issued, and that I shall abide by all rules and regulations as required.

Signature

Date

Notarized by:

Date

My Commission expires on: _____