



BUILDING CONTRACTOR LICENSE APPLICATION

City of Park Ridge, Illinois

Department of Community Preservation and Development

505 Butler Place, Park Ridge, Illinois 60068

main 847-318-5291 www.parkridge.us

APPLICANT / BUSINESS INFORMATION

Applicant / Business Name

Applicant Address / City / State/ Zip

Applicant E-mail

Applicant Phone (business)

Applicant Phone (cell)

Applicant Status

Corporation

Partnership

Individual

APPLICATION REQUIREMENTS

Fee: A fee of \$50 is required per firm (or individual not associated with a firm), unless otherwise noted below.

Contractor registration is valid January 1 – December 31 each calendar year.

Fees are not required for those contractors with a license from the State of Illinois.

Certificate of Insurance: Any person or firm engaged in the business as a building contractor shall obtain and maintain in full force and effect, during the operation of the business, liability and property damage insurance in the amount of \$1,000,000 for general liability per occurrence, \$1,000,000 for bodily injury, and \$2,000,000 for general aggregate from an insurance company licensed to do business in the State of Illinois with a minimum insurance rating of B++, as found in the current edition of A.M. Best's Key Rating Guide. (Municipal Code 12-1-5).

CERTIFICATE HOLDER: City of Park Ridge 505 Butler Place Park Ridge IL 60068

The City of Park Ridge does not require bonds.

Electrical Contractors: It shall be unlawful for any person to engage in the business of electrical contracting without being licensed as an electrician or an electrical contractor for the current year in another city or village within the State of Illinois approved by the Building Official. The electrician or electrical contractor license must be obtained from a city or village that administers a competency exam based upon the National Electrical Code or City of Chicago Electrical Code. Such electrician or electrical contractor shall be required to show proof of such license before a building contractor license will be issued to engage in the business of electrical contracting in the City of Park Ridge. (Municipal Code 12-1-4).

Fire Sprinkler Contractors: Provide a copy of valid contractor license issued by the Illinois State Fire Marshal.

Irrigation Contractors: Provide a copy of IDPH irrigation contractor registration.

Plumbing Contractors: Provide (1) Stamped Letter of Intent AND (2) either a valid copy of IDPH plumbing license (055) OR a valid copy of IDPH (058) and certificate of insurance.

Roofing Contractors: Provide copy of valid Illinois Roofing License.

Waste Haulers: R101 license. Fee for 1-5 trucks = \$100; more than 5 trucks = \$300.