

# Contractor's Registration Application

Village of Shorewood - Building Department  
One Towne Center Blvd. Shorewood, IL 60404  
Fax: (815) 744-6766 Email: permits@vil.shorewood.il.us



## **INCOMPLETE SUBMISSIONS NOT ACCEPTED (in pieces)**

Submit this completed application and attach all required documents & fee together. (Service fees apply for credit/debit payments, and payments are NOT accepted over the phone.) Permits not released until active.

### **1. CONTRACTOR INFORMATION**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Owner Name or  Primary Contact: \_\_\_\_\_

Office: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Type of Work: \_\_\_\_\_  General Contractor  Subcontractor

General Contractors use one or more subcontractors to perform the required construction. Subcontractors are contractors who perform only one type of work that is classified as a trade (e.g., plumbing, electrical, etc.).

### **2. LICENSE, BOND, INSURANCE & FEE**

- **Irrigation, Roofing, Plumbing, Fire Suppression & Fire Alarm Contractors:** attach a copy of your State of Illinois Contractors Certificate only. (Bond, insurance & fee NOT required since provided to State of IL.)
- **Electricians:** attach a copy of your IL testing community (Municipal) license, **along with** bond, insurance & fee.
- **ALL OTHER CONTRACTORS / TRADES:**
  1. **Bond:** attach a **signed** Surety Bond (License & Permit Bond) made out to the Village of Shorewood: General \$10,000 Bond; Subcontractor \$5,000 Bond; Wrecking Contractor \$50,000 Bond
  2. **Insurance:** attach certificate of insurance made out to the Village of Shorewood as follows:  
General Liability: General Contractor (GC) and Subcontractor (Sub) \$500,000; Automobile Liability: GC \$500,000 (Sub \$200,000); Excess Liability: GC \$2 million (Sub \$1 million); Wrecking Contractors only: \$5 million total liability (General plus Umbrella); and Workman's Compensation, if applicable.
  3. **Fee:** \$120 annual fee. (Registrations expire every calendar year. Submittals in or after October will expire December 31<sup>st</sup> of the following year. Fees are not prorated.)

### **3. APPLICANT SIGNATURE**

I understand the Shorewood Municipal Ordinances and inspection requirements:

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

### **FOR OFFICE USE ONLY**