



**THE CITY OF NORTH RIDGEVILLE**  
**7307 Avon Belden Road, North Ridgeville, Ohio 44039**  
**Telephone: (440) 353-0822 Fax: (440) 353-0823**



**Building Department**

**CONTRACTOR REGISTRATION FEES**

The City of North Ridgeville, by Codified Ordinance No. 1446, requires all contractors to be registered in order to do work in the City of North Ridgeville, Ohio. Contractors are designated in the following categories with fees as indicated:

<b><u>CATEGORY</u></b>	<b><u>INITIAL FEE</u></b>
General Contractor - A	\$ 250.00
Subcontractor - B	\$ 100.00
Subcontractor - C	\$ 100.00

**SUBCONTRACTOR B – TRADES:**

1. CARPENTRY Woodworking, siding, roofing, windows
  2. DECORATING Paper hanging, interior & exterior painting
  3. ELECTRICAL
  4. EXCAVATORS Sanitary sewer, storm sewer, general excavation
  5. FENCES
  6. FLOOR COVERING Tile, carpeting, floor finishing
  7. GLAZIERS
  8. HVAC Heating and Air Conditioning
  9. IRON WORK Structural and ornamental
  10. LANDSCAPERS Installation of plantings, grading
  11. MASONRY Block and brick laying, concrete flat work, concrete walls, cement work
  12. PLUMBING
  13. SIGN ERECTORS Painting, erecting
  14. SWIMMING POOLS Above ground and in ground
  15. WALL COVERING Drywall, taping, plastering & lathwork
  16. OTHER
- 

**SUBCONTRACTOR C** – any tradesman who engages in construction or improvements such as repairs, alterations, reconstruction, appliance installation, or **work other than new construction or replacement**.

**ADDITIONAL REQUIREMENTS FOR ALL CONTRACTORS:**

1. Bond in the amount of \$25,000.00. Contractor's Insurance Co. to complete the attached Bond Form. Bond expires on Dec. 31<sup>st</sup> of the current year.
2. Original Certificate of Insurance with a minimum of \$500,000.00, \$1,000,000.00 liability and \$10,000.00 property damage, with effective and expiration dates, directed to the City of North Ridgeville.
3. Each employee of said Contractor shall be listed with the City Income Tax Department for withholding tax purposes.
4. Affidavit showing that applicant has a minimum of two years experience.
5. There is a two (2) day processing period, after receipt of completed application, before a Certificate of Registration will be issued.
6. Check made payable to City of North Ridgeville.
7. All Application paperwork shall be with original signatures.
8. **Please download updated permit applications, etc. from our website: [www.nridgeville.org](http://www.nridgeville.org)**



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**CONTRACTOR REGISTRATION – APPLICATION**

Application is hereby made for a Certificate of Registration as:

- General Contractor A Trade: \_\_\_\_\_
- Subcontractor B Trade: \_\_\_\_\_
- Subcontractor C Trade: \_\_\_\_\_

**Please Print The Information Below In Ink Or Type.**

APPLICANT NAME: \_\_\_\_\_

RESIDENCE ADDRESS \_\_\_\_\_

SOCIAL SECURITY NO. \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_

NAME OF BUSINESS \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

BUSINESS PHONE NO. \_\_\_\_\_ BUSINESS FAX NO. \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

FEDERAL TAX I.D. NO. \_\_\_\_\_

**Please list pertinent experience and training received, education and employment history:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**References:** Two (2) cities where previously registered, licensed or inspected work has been done, or (2) letters of reference for new companies.

City: \_\_\_\_\_ Phone: \_\_\_\_\_

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

City: \_\_\_\_\_ Phone: \_\_\_\_\_

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

I am able to supply further references upon request:  Yes  No

I / We do hereby certify that I / We have read the applicable provisions of the Codified Ordinances of the City of North Ridgeville, that I / We are fully aware of the requirements of the same, and that any misrepresentation of date or facts will cause a refusal of Certificate of Registration or revocation of Certificate when issued and that I / We shall abide by all rules and regulations as required.

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

\_\_\_\_\_  
Print Name

**APPROVED By:**

\_\_\_\_\_  
Chief Building Official Date



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**CONTRACTOR'S BOND**

Bond No. \_\_\_\_\_

**KNOW ALL MEN BY THESE PRESENTS:**

**THAT** I, \_\_\_\_\_, as PRINCIPAL and \_\_\_\_\_ as SURETY, are firmly bound and held unto the city of North Ridgeville, Ohio, as municipal corporation, organized under the laws of the state of Ohio, in the penal sum of TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00), pursuant to the North Ridgeville Codified Ordinances, to be paid to the city of North Ridgeville, Ohio, aforesaid, its successors, and assigns, or which payment will and truly be made, we bond ourselves, our heirs, executors, administrators, successors and assigns jointly and severally, firmly by these presents.

Sealed with our seals, for the year \_\_\_\_\_

**THE CONDITION** of the above obligation is such that whereas the said principal on the above date was duly registered by the Chief Building Official of the city of North Ridgeville, Ohio, for the period until December 31<sup>st</sup> of said year, to engage as a contractor in the city of North Ridgeville to perform work under the provisions of the Codified Ordinances of the city of North Ridgeville and any other ordinance or resolution relating thereto, and any of the rules or regulations which may from time to time be established by the city of North Ridgeville, including but not limited to requirements of the various Building Codes, the Ohio Revised Code, the Ohio EPA and the Lorain County Health District and other related agencies are made a part of this Bond as though set forth herein, all now or hereinafter having power and authority to regulate the construction, demolition and other such activity related to buildings and structures within the city of North Ridgeville.

**NOW** if the said principal shall perform all things required and prescribed by the requirements as stated above; then this obligation shall become void, otherwise the same shall remain in full force and effect, it being expressly understood and agreed that the liability of the surety for any and all claims hereunder shall in no event exceed the amount of this obligation as herein stated. This bond shall be in effect for the work performed under this bond, for the year the bond was issued, or until the completion of said project(s) or activities pursuant to all requirements of the City. A continuation certificate or new bond shall be tendered as necessary to maintain the bond in effect for the period specified on this form.

Principal: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Print Name

Surety: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Signature required by and for the Surety named herein)

Power of Attorney: \_\_\_\_\_



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**1446.02 REGISTRATION REQUIRED; CLASSIFICATION OF CONTRACTORS.**

Any person, firm, corporation, partnership, or combination thereof, engaged as a contractor, as classified, shall be required to register with the City and shall be subject to the provisions of this chapter.

**1446.05 REVOCATION OF REGISTRATION.**

Registration may be revoked or suspended by the Chief Building Official for the following reasons:

- a) Violation of the provisions of this chapter or any other provision of this Building and Housing Code;
- b) Misrepresentation of material facts in order to become registered, or in the renewal of registration;
- c) Failure to secure permits, inspections and approvals required by this Building and Housing Code and regulations of the Building Department;
- d) Use of registration to obtain a permit for another;
- e) Failure or refusal to correct a violation of this Building and Housing Code within a prescribed period of time or to correct incompetent work as ordered by the Chief Building Official;
- f) Unethical business practices, conviction involving moral character or when revocation is deemed necessary in the public interest;
- g) For any valid reason adversely affecting the health, safety and welfare of the citizens of the City.

(Ord. 517-69. Passed 2-3-69.)

**1446.99 PENALTY.**

Whoever violates any of the provisions of this chapter is guilty of a minor misdemeanor and shall be fined not more than one hundred dollars (\$100.00) for each offense. A separate offense shall be deemed committed each day during or on which a violation occurs or continues.

(Ord. 2606-91. Passed 12-23-91.)

STATE OF OHIO    )  
                          )    SS.  
LORAIN COUNTY    )

**AFFIDAVIT**

The undersigned applicant for registration as Contractor A, B or C in the City of North Ridgeville, Ohio, does hereby solemnly swear that he/she has a minimum of two (2) years of practical experience in the building trades or two (2) years technical training in an accredited school.

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

\_\_\_\_\_  
Print Name

Sworn to before me and signed in my presence this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ .

\_\_\_\_\_  
Notary Public