



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 RENEWAL - INSTRUCTIONS

Before a renewal will be issued, the following must be submitted with **original signatures** (no stamp) & renewal fee.

Use this checklist to make sure you have everything:

- Completed Renewal Form**
- Contractor's Bond Form** (use City Bond Form or Continuation Form Only) **year must be correct**
- Company owner or Authorized agent signs as Principal on the Bond Form, (Insurance Co. signs as Surety)**
ALL forms must be signed by the same person
- Certificate of Insurance for Current Year**
- Renewal Fee** (Check payable to City of North Ridgeville)
- Self Addressed Stamped Envelope** (so we can send the registration certificate **TO YOU**)

RENEWAL FEE: (If paid by January 31st)		RENEWAL FEE: (If paid after January 31st)	
General Contractor A	\$125.00	General Contractor A	\$250.00
Subcontractor B	\$ 50.00	Subcontractor B	\$100.00
Subcontractor C	\$ 50.00	Subcontractor C	\$100.00

GENERAL CONTRACTOR A - any tradesman who engages in construction or improvements **in more than one trade**

SUBCONTRACTOR B - any tradesman who engages in construction or improvements **in one trade category as listed below**

CARPENTRY	Woodworking, siding, roofing, windows	IRON WORK	Structural and ornamental
DECORATING	Paper hanging, interior & exterior painting	LANDSCAPERS	Installation of plantings, grading
EXCAVATORS	Sanitary sewer, storm sewer, general excavation	MASONRY	Block and brick laying, concrete flat work, concrete walls, cement work
ELECTRICAL	Electrical	PLUMBING	Plumbing
FENCES	Fencing	SIGN ERECTORS	Painting, erecting
FLOOR COVERING	Tile, carpeting, floor finishing	SWIMMING POOLS	Above ground and in ground
GLAZIERS	Windows & other glass work	WALL COVERING	Drywall, taping, plastering & lathwork
HVAC	Heating and Air Conditioning	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.**

CONTRACTOR REGISTRATION RENEWAL FORM

NAME OF COMPANY: _____

OWNER / AUTHORIZED AGENT: _____

ADDRESS OF COMPANY: _____

CITY, STATE, ZIP CODE: _____

PHONE NUMBER: _____ FAX NUMBER: _____

S. S. NUMBER: _____ FID. NUMBER: _____

E-MAIL ADDRESS: _____

Renewal fees only effective if registrations are kept current consecutively year after year.

Please download updated permit applications, etc. from our website: www.nridgeville.org

