



Building Division

7232 E. Main Street
Reynoldsburg, OH 43068
614-322-6802

CONTRACTOR REGISTRATION – Registration Year _____

- _____ Completed Registration Form
- _____ \$75.00 fee for **each type** of Contractor Registration (including Subcontractor*).
Make check payable to: *City of Reynoldsburg*
- _____ **Original** \$10,000 Contractor's Registration Bond. The type of trade(s) you are registering must be listed in the 'registration as a _____ Contractor' space. **In the event a registrant performs more than one trade, all trades may be covered under a single bond, however, a registration fee will apply for each trade checked on the "Contractor Registration" form.** The City of Reynoldsburg must have the original bond (with the embossed seal or surety sticker) or continuation certificate, must be signed by the principal, and have an expiration date of December 31st of the registration year.
- _____ Certificate of Liability Insurance with a minimum coverage of \$500,000 Bodily Injury and Property Damage Insurance with the City of Reynoldsburg listed as the Certificate Holder.
- _____ Copy of the State of Ohio License for registrants applying for Electrical, HVAC, Plumbing, and Fire Protection Registration.

*Subcontractor Registration (excludes Electric, HVAC, Plumbing, and Fire Protection):

If you are a Subcontractor working for a Registered General or Home Improvement Contractor, no bond or insurance will be required. Fees still apply for each type of registration.

List the General/Home Improvement Contractor(s) name: _____

CONTRACTOR TYPE:

- | | | | |
|----------------------------|--------------------|------------------|------------------------|
| _____ Asphalt Paving | _____ Concrete | _____ Electric** | _____ Excavating |
| _____ Fire Protection** | _____ Framing | _____ General | _____ Home Improvement |
| _____ HVAC/Refrigeration** | _____ Insulation | _____ Landscape | _____ Low Voltage |
| _____ Masonry | _____ Plumbing** | _____ Roofing | _____ Sign |
| _____ Swimming Pool | _____ Other: _____ | | |

(**Must provide State License)

CONTRACTOR INFORMATION:

Company Name _____

Contact Name _____

Company Address _____

City _____ State _____ Zip Code _____

Company Phone: _____ Fax: _____

Company Email: _____

All completed forms, documentation, and licenses must be returned together with the registration fee(s). Incomplete registration packages will be returned to you. Should you have any questions, please contact the Reynoldsburg Building Division at 614-322-6802 between the hours of 8:00am and 5:00pm.