

VILLAGE OF GILBERTS

CONTRACTOR REGISTRATION REQUIREMENTS

1. Registration Form filled out in its entirety and signed
(ORIGINAL MUST BE RETURNED)
2. Proof of Liability Insurance, naming Village of Gilberts as Certificate Holder
3. Surety Bond (License & Permit Bond) for not less than \$3,000.00 naming
Village of Gilberts as Obligee

* Your insurance company may fax Proof of Liability Insurance and Surety Bond to us at 847-551-3382. However, the originals must follow as soon as possible.

4. Minimum registration fee of \$50.00 for calendar year registration (see attached fee schedule)
5. Copy of current Specialty License/Certificate if applicable
(Plumbing, Electrical, Roofing, etc.)

NOTE: Plumbers and Low Voltage Security Services are exempt from the registration fee and the insurance requirements. We do, however, request you fill out the registration form with your company information and provide a copy of your specialty license/certification for file. Please contact the Building Department at 847-428-4167 if you have questions.

VILLAGE OF GILBERTS
Building Department
73 Industrial Drive, Gilberts, IL 60136
Phone: 847-428-4167 Fax: 847-551-3382

CONTRACTOR'S REGISTRATION

Business Name: _____
 (Please Print Legibly)

Business Address: _____
 (Street Location – P.O. Box not permitted) (City) (State) (Zip)

Mailing Address (if different): _____

Business Phone # (_____) _____ Business Fax # (_____) _____

Business Owner/Contact person: _____ Cell# _____
 Email Address: _____

Type of Contractor: (please check all that apply) **Note: All subcontractors must register**

- | | | |
|---|--|---|
| <input type="checkbox"/> Carpenter | <input type="checkbox"/> Concrete | <input type="checkbox"/> Electrical (Certificate # _____) |
| <input type="checkbox"/> Decks | <input type="checkbox"/> Fences | <input type="checkbox"/> Plumbing (License # _____) |
| <input type="checkbox"/> General Contractor | <input type="checkbox"/> Handy Man | <input type="checkbox"/> Roofing (License # _____) |
| <input type="checkbox"/> HVAC | <input type="checkbox"/> Landscaper/Paver | LICENSE EXPIRES: _____ |
| <input type="checkbox"/> Swimming Pools | <input type="checkbox"/> OTHER (Specify) _____ | |

List current project to be performed, and other projects completed within the VOG during the past 12 months. (If not enough room, please use other side)

Address	Name of Resident	Type of Project	Permit #

By submitting an application to the Village, the applicant authorizes the Village to under take any or all of the following at the sole discretion of the Village: Consult with the Better Business Bureau; and Consult with other municipalities and their building inspectors. The contractor's signature indicates they agree to comply with all Village of Gilberts codes and ordinances.

X _____
 Signature of Owner/Authorized Agent Printed Name Date

OFFICIAL USE ONLY:

Proof of Liability Insurance _____ (Naming VOG) Surety Bond Issued _____ (Naming VOG)
 EXP Date: _____ Amount: _____ (not less than \$3000)
 EXP. Date: _____

Fee: \$ _____ Date Rec'd: ____/____/____ CK# _____ VOG: _____ Reg #: _____

Village of Gilberts Code Amendment
Title 3
Section 3-7-1
"Business and Building Contractor Licenses and Registration of the VOG Code"

Section 2-4-21 - Application:

Application fee of \$50.00 per year, or a portion thereof, a contractor who performs work in more than one area shall register in each area, the fee for each additional area is \$10.00.

FEE CALCULATION:

First area checked	\$50.00
Each additional area checked	\$10.00

EXAMPLES:

Carpenter	\$50.00
Concrete	\$10.00
Decks	<u>\$10.00</u>
Total	\$70.00

Decks	\$50.00
Fences	<u>\$10.00</u>
Total	\$60.00

General Contractor	\$50.00
Concrete	\$10.00
Decks	\$10.00
Electrical	<u>\$10.00</u>
Total	\$80.00

Note: You will be considered registered to perform work in only the areas checked.