



Contractor Registration & License Application

The Village of Oak Park
Development Customer Services
123 Madison St.
Oak Park, IL 60302

708.358.5430
708.358.5112 fax
permits@oak-park.us
www.oak-park.us/building

All contractors performing work that requires a permit from the Development Customer Services Department must be appropriately registered, licensed and insured for the type of permit they are seeking before a permit will be issued. All applicable licenses and insurance must be current while any permit is active. A \$50 registration fee, payable to **Village of Oak Park**, is required for a Contractor's License.

This application is being submitted to (check all that apply):

- Initially register or update company general information
- Obtain/renew a Village of Oak Park Contractor's License

GENERAL INFORMATION Please print

Legal Company Name (Do not use abbreviations or symbols unless they are used in the legal company name)

Federal Employer Identification Number (FEIN)

Company Address

City

State

ZIP Code

Name of Company President/CEO

Name and Title of Other Company Contact Person

Phone Number

(Displayed on permit placards)

Alternate Phone Number

Alternate Phone Number

Fax Number

E-mail Address

Alternate E-mail Address

Website

Please check the box that best describes your business

Sole Proprietorship

Partnership

Corporation

PROOF OF INSURANCE

Applications must include an original certificate of insurance or policy declaration documenting that the contractor carries general liability insurance with a minimum of \$1,000,000 per occurrence, bodily injury insurance with a minimum of \$500,000 per occurrence, property damage insurance with a minimum of \$100,000, and worker's compensation insurance at the statutory minimum amounts.

- Sole proprietorships and partnerships with no employees are exempt from the worker's compensation insurance requirement.
- Contractors who are engaged to perform work in the public right of way shall be required to name the Village of Oak Park as an additional insured on their policies of insurance and to provide proof of that insurance to the Village.
- Contractors who are required to maintain insurance as part of their state licensure shall be required to provide proof of insurance only in forms and amounts required by state law.

STATEMENT OF COMPLIANCE & AUTHORIZATION

I, the undersigned, attest that I have the proper legal authority to submit this application on behalf of the company and that all the information is true to the best of my knowledge. The company agrees to abide by the registration, insurance and licensing requirements of the Village of Oak Park and understands the penalty for not abiding by the rules may be suspension or revocation of the Oak Park Contractor's License and/or any active permits as well as any other citations and fines as allowed by law.

Applicant's Signature

Applicant's Printed Name

Date

Rev. 02/15