



# VILLAGE of MONEE

Mayor JAY FARQUHAR



## CONTRACTOR LICENSE APPLICATION 2017

DATE REQUESTED: \_\_\_\_\_

### Application Type:

- \$150 General Contractor       \$100 Sub-Contractor

### Business Info:

Business: \_\_\_\_\_ Phone: (\_\_\_\_)\_\_\_\_-\_\_\_\_\_  
 D/B/A: \_\_\_\_\_ Phone: (\_\_\_\_)\_\_\_\_-\_\_\_\_\_  
 Address: \_\_\_\_\_ Fax: (\_\_\_\_)\_\_\_\_-\_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

#### Mailing address (for municipal correspondence):

Business: \_\_\_\_\_  
 Attention: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_  
 Email: \_\_\_\_\_

### Trades Info:

Please check any products/services that apply to your business and review the Registration and Bond Requirements:

- Plumbing    Electrical    Carpentry    Roofing    HVAC    Concrete    Asphalt    Masonry    Insulation  
 Drywall    Fire Suppression    Alarm    Security    Excavating    Landscape    Lawn Irrigation    Pools  
 Fences    Siding    Windows/Doors    Decks/Sheds    Sewers    Signage    Backflow/RPZ    \_\_\_\_\_

### Business Structure:

Please check the applicable business structure (provide copies of related documentation):

- Sole Proprietorship      Date Filed with County Clerk: \_\_\_\_\_      County Filed: \_\_\_\_\_  
 Partnership      Date of Formation: \_\_\_\_\_      Filed with: \_\_\_\_\_  
 LLC      Date of Formation: \_\_\_\_\_      State: \_\_\_\_\_  
 Corporation      Date of Incorporation: \_\_\_\_\_      State: \_\_\_\_\_  
 FEIN: \_\_\_\_\_      IL Sales/Use Tax Number: \_\_\_\_\_  
 SIC Code: \_\_\_\_\_      Secretary of State Filing Number: \_\_\_\_\_

Please check any products/services that apply to your business and review the Registration and Bond Requirements:

### Contact Info:

Corporate Officer    Owner    Partner    General Manager

Name: \_\_\_\_\_ Phone: (\_\_\_\_)\_\_\_\_-\_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: (\_\_\_\_)\_\_\_\_-\_\_\_\_\_  
 Address2: \_\_\_\_\_ Phone: (\_\_\_\_)\_\_\_\_-\_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_  
 email: \_\_\_\_\_

Driver's License: \_\_\_\_\_ State of Issue: \_\_\_\_

Additional Info: \_\_\_\_\_



## CONTRACTOR LICENSE APPLICATION 2017

### Registration and Bond Requirements:

- 39
- 40
- 41
- 42 CONTRACTOR REQUIREMENTS: All contractors doing work in the Village of Monee must be licensed and  
43 bonded with the Village or State (proof of state licensed required) prior to  
44 starting work. Permits will not be issued unless all contractors noted on the  
45 permit are licensed and bonded.
- 46 SURETY BOND: A General Contractor requires a \$20,000 Surety Bond made out to the  
47 Village and a Village license. Homeowners acting as general contractor for  
48 their own single family home, and are to remain on their own property, must  
49 sign a waiver and are still required to obtain a \$20,000 Surety Bond.  
50 Carpentry, Concrete, Drywall, Excavating, Heating and Air Conditioning  
51 (HVAC), Masonry, Paving, Sewer, etc are all required to obtain a Village  
52 License and a \$20,000 Surety Bond made out to the Village.
- 53 CERTIFICATE OF LIABILITY INSURANCE: The Village of Monee requires Certificate of Insurance listing the Village of  
54 Monee as certificate holder with a minimum General Liability of \$1,000,000,  
55 Property Damage and Bodily Injury of \$50,000. Additionally Workmen's  
56 Compensation of \$100,000.
- 57 ELECTRICAL CONTRACTORS: Electrical contractors must submit a current NEC or City of Chicago  
58 Electricians license and have a \$20,000 Surety Bond made out to the Village.
- 59 FIRE SPRINKLER CONTRACTORS: Contractors must submit a current State of Illinois license and have a  
60 \$20,000 Surety Bond made out to the Village.
- 61 LAWN SPRINKLER CONTRACTORS: Contractors must submit a current State of Illinois 060 license to install the  
62 lines and a current State of Illinois 055 license to install the RPZ (and water  
63 meter, if applicable). Provide an itemized list and copy of all State Licensed  
64 061 irrigation company employees that may be on site.
- 65 PLUMBING, ALARM, CONTRACTORS: Contractors must submit a copy of the current State Registration. No surety  
66 bond is required. If also doing sewer work, a Monee License and a \$20,000  
67 Surety Bond is required.
- 68 ROOFING CONTRACTORS: Roofing contractors must submit a current State of Illinois Roofing License,  
69 obtain a Village License, and have a \$20,000 Surety Bond made out to the  
70 Village.
- 71 SIGNAGE CONTRACTORS: Signage contractors installing electrified signs must also have a copy of the  
72 current Electrical Contractors license.
- 73 CHANGING CONTRACTORS: If, during the course of construction, it is necessary to change contractors,  
74 you must notify the Building Services Department and fill submit a new of  
75 Contractor License Application for our files.
- 76 SCHEDULING INSPECTIONS: A list of required inspections will be included in your permit packet. There is  
77 a 1-2 BUSINESS DAYS NOTICE is required to schedule any inspection.
- 78 RE-INSPECTIONS: If any re-inspections are necessary, a \$50 fee must be paid before the re-  
79 inspection will take place
- 80 DAMAGES: No Village properties, streets, or sidewalks are to be cut and/or damaged in  
81 any way. If done so, the Contractor will be held liable and any municipal  
82 assets affected must be repaired or replaced to its original condition.
- 83 FINES/PENALTIES: Fees may be doubled plus a \$200 penalty per day or occurrence.  
84 Additionally, a stop work order may be issued per any work started without  
85 obtaining License, Permit, or Inspections.  
86



## CONTRACTOR LICENSE APPLICATION 2017

### Affidavit:

I HEREBY CERTIFY THAT THERE ARE NO WILLFULL OMISSIONS, MISREPRESENTATIONS IN, OR FALSIFICATIONS OF, THE SUBMITTED STATEMENTS, ANSWERS, AND ATTACHMENTS. I AM AWARE THAT SHOULD INVESTIGATION DISCLOSE SUCH OMISSIONS, MISREPRESENTATIONS, OR FALSIFICATIONS, MY APPLICATION WILL BE REJECTED, OR IF ALREADY ISSUED, MY LICENSE WILL BE SUBJECT TO REVOCATION. I UNDERSTAND THAT IT IS MY RESPONSIBILITY TO NOTIFY THE VILLAGE OF MONEE OF ANY CHANGES TO THE SUBMITTED INFORMATION, IMMEDIATELY AS THEY OCCUR.

I FURTHER ACKNOWLEDGE THAT FAILURE TO OBEY ALL FEDERAL, STATE, AND LOCAL LAWS OR OBTAIN PERMITS AND INSPECTIONS OR MAINTAIN INSURANCE MAY SUBJECT THE BUSINESS TO PENALTIES, REVOCATION OF LICENSES.

Signature of principal owner(s), partners or corporate president (the persons signing this application must be included in the submitted contact information forms).

\_\_\_\_\_  
Signature Printed Name and Title Date

\_\_\_\_\_  
Signature Printed Name and Title Date

### Workmen's Compensation Affidavit for Request of Exclusion:

I HEREBY CERTIFY THAT, I WILL BE THE ONLY EMPLOYEE OF MY BUSINESS PROVIDING SERVICE(S) OUTLINED AND DESCRIBED IN THE VILLAGE OF MONEE CONTRACTOR LICENSE APPLICATION.

IF THE SERVICES OF THE OTHER PAID OR UNPAID EMPLOYEES PERFORMING WORK UNDER MY CONTROL ARE USED, I ACKNOWLEDGE THAT I AM REQUIRED BY THE VILLAGE OF MONEE TO SUBMIT PROOF OF WORKMEN'S COMPENSATION INSURANCE. ANY SUBCONTRACTOR UNDER MY AUTHORITY WITH PAID OR UNPAID EMPLOYEES PERFORMING WORK LISTED ON THE BUILDING PERMIT APPLICATION WILL BE REQUIRED BY THE VILLAGE OF MONEE TO SUBMIT PROOF OF WORKMEN'S COMPENSATION INSURANCE.

I ACKNOWLEDGE THAT IF I AM FOUND IN VIOLATION OF ILLINOIS WORKMEN'S COMPENSATION ACT 820 ILCS 305, THAT MY VILLAGE OF MONEE CONTRACTOR'S LICENSE MAYBE SUSPENDED OR REVOKED.

\_\_\_\_\_  
Contractor Signature Printed Name and Title Date

Notary Stamp Notary Signature Date

This Workmen's Comp Exclusion Request section must be signed before a Notary Public to be valid for the use of Workmen's Compensation Insurance Exclusion. Faxed Copies of this section will not be accepted.

### Community Visibility/Participation:

Which of the following you would consider participating with (sponsorship/advertising/helping/etc):

- Fall Fest  Kids Day  Parks & Rec Programs  Christmas  Easter  Halloween  Village Newsletter
- Boy Scouts  Girl Scouts  Baseball  Football  Other: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: (\_\_\_\_)\_\_\_\_-\_\_\_\_ Fax: (\_\_\_\_)\_\_\_\_-\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_