



## **WHITEHALL CONTRACTOR REGISTRATION INSTRUCTIONS**

**You must provide all the information to become registered.**

- **\$100 fee** for each **Registration**
- **\$25,000.00 Original Bond** (must have original with seal payable to the City of Whitehall), to run concurrently with and to expire one year from the date the contractor's Whitehall registration is approved. (ENCLOSED BOND FORM TO BE COMPLETED BY INSURANCE COMPANY)
- **Continuation Certificate** required for a **Renewal of Bond Form** on file. Bond number must be on Continuation Certificate, in the amount of **\$25,000.00**
- **Current Certificate of Liability Insurance** in the amount of \$500,000.00)
- HVAC, Refrigeration, Electric, Plumbing, Hydronics, Fire Suppression, Fire Alarms. **Must submit a copy of State of Ohio License**
- SANITARY SEWER - **MUST SUBMIT A COPY OF CITY OF COLUMBUS LICENSE.**
- **MUST** register with the City of Whitehall Tax Department.

All City of Whitehall Contractor Registrations expire one year from the date approved.

CONTRACTORS APPLYING FOR MULTIPLE REGISTRATIONS  
REQUIRE AN APPLICATION *AND* \$100 FEE FOR EACH REGISTRATION

PLEASE MAKE ALL CHECKS PAYABLE TO THE CITY OF WHITEHALL.

Mail or deliver all completed forms and checks to the following:

**CITY OF WHITEHALL  
ATTN.: BUILDING DEPT.  
360 S. YEARLING RD.  
WHITEHALL, OHIO 43213**



**MECHANICAL APPLICATION FOR REGISTRATION**  
**MUST SUBMIT A COPY OF STATE OF OHIO LICENSE**

**ELECTRIC**       **HVAC**       **PLUMBING**

**REFRIGERATION**       **FIRE ALARMS**       **FIRE SUPPRESSION**

**SANITARY SEWER** (must submit copy of City of Columbus license).

The undersigned hereby registers with the City of Whitehall to install and/or repair mechanical systems within the corporate limits of the City of Whitehall, Ohio, in accordance with the provisions of City of Whitehall Codified SECTION 1305.01(b).

The undersigned states that he/she is licensed to install and/or repair mechanical systems in conformity with the current issue of the City Code and he agrees to install and/or repair all work done by him in a manner to comply with all applicable building codes and codified ordinances of the City.

The undersigned further agrees to correct all violations written by the Chief Building Official or his agent.

**NO WORK MAY BEGIN BEFORE ACQUIRING PERMIT(S)**  
**CONTRACTOR MUST COMPLETE ALL INFORMATION LISTED BELOW:**

PLEASE PRINT

**OWNER'S NAME:**

**COMPANY NAME:**

**ADDRESS:**

**EMAIL:**

**Business Phone #:**  **Cell Phone #:**

**State of Ohio License #:**  **City of Columbus License #:**

**Name of Licensee:**  **Expiration Date:**

**CONTRACTOR MUST REGISTER WITH THE CITY OF WHITEHALL TAX DEPARTMENT**

**FEDERAL ID#:**

**REGISTRANT SIGNATURE:** \_\_\_\_\_



360 S. YEARLING RD.  
WHITEHALL, OH 43213  
(614) 237-8612 FAX (614) 338-3119

To cover Contractors engaged in repairs and/or construction within the **City of Whitehall, Ohio.**

KNOW ALL MEN BY THESE PRESENTS:

That we (business name)

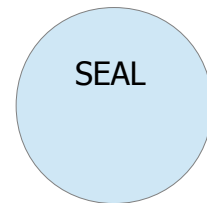
Whose business address is

as Principal, and

as Surety, are hereby held and firmly bound unto the **City of Whitehall, Ohio**, in the penal sum of **Twenty-Five Thousand Dollars (\$25,000.00)** for the payment of which we jointly and severally bind ourselves.

The conditions of this obligation is that the above bound Principal will pay any and all damages to any and all persons or property caused by or growing out of any construction, installation or repair work within the limits of any public or private street within the **City of Whitehall, Ohio**, to any property or employee of said City and will indemnify and save harmless the City for all construction or repair work and any and all damage, personal or property, caused by such construction, installation or repair work. Now, if the said Principal shall fulfill said conditions, then this obligation shall be void; otherwise this bond to remain in full force. **All bonds and insurance are to be maintained in force through the period of the contractor's current Whitehall registration.**

Principal (print)



By: (signature) \_\_\_\_\_

Surety:

By:

Issue Date:

Date Paid:

Bond No.:

Issue Date: