



Village of Sugar Grove

601 Heartland Drive
Sugar Grove, IL 60554
Phone 630-466-8954
Fax 630-466-1083
www.sugar-grove.il.us

CONTRACTOR'S INFORMATION

Attachment # 5

Revised April 2009

REGISTRATION AND PROOF OF INSURANCE REQUIRED

No contractor shall work within the Village of Sugar Grove without first registering therefore and furnishing the required proof of satisfactory insurance coverage. (Title 3, Business and License Regulations, Chapter 3-6-3 of the Village Code)

If you are now engaged or have obligations to do work in the Village, please complete the application for Contractor's Registration and submit your check for \$165.00 except electricians, plumbers and lawn irrigation installers.

Proof of satisfactory insurance and certain bonding requirements must be submitted **PRIOR** to the issuance of a contractor's registration. Certificates of Insurance with the Village of Sugar Grove listed, as the certificate holder, shall be submitted to:

Village of Sugar Grove
601 Heartland Drive
Sugar Grove, IL 60554

Roofers and Electricians must also submit a copy of their State and/or City registration for the current year. Plumbers must submit both their contractor's registration and plumbing license and lawn irrigation installers their irrigation contractor registration verification from the State of Illinois.

Proof of satisfactory insurance coverage and bonding requirements are to be submitted in the following coverage amounts:

GENERAL CONTRACTORS

General Liability Insurance:

\$1,000,000 Combined Single Limit per Occurrence

\$2,000,000 General Aggregate

Auto Liability Insurance

\$1,000,000 Combined Single Limit per Accident

Worker's Compensation Insurance

As required by state law.

License and Permit Bond (yearly)

\$20,000

SUB-CONTRACTORS

General Liability Insurance:

\$500,000 for Combined Single Limit per Occurrence

\$1,000,000 for General Aggregate

Auto Liability Insurance

\$500,000 for Combined Single Limit per Accident

Worker's Compensation Insurance

As required by state law.

License and Permit Bond (yearly) applies to the following subcontractors only:

Mechanical/HVAC \$10,000

Carpentry \$10,000

ROOFING CONTRACTORS

The Illinois Roofing Industry Licensing Act (ILL. REV. Stat.1985, ch.11.par.7501, et seq) which became effective July 1, 1985, requires the Illinois Department of Registration and Education to regulate the roofing industry in Illinois. The law mandates that the official who issues building permits shall affix the roofing contractor's license number to each application for a building permit, and on each building permit issued and recorded.

The roofing contractor is required to affix the license number to all contracts and bids. The business name and license number must also be affixed to all vehicles used as a part of the roofing business and shall be posted at the place of business. Persons engaged in the roofing business who are not State licensed may be fined up to \$1000 for a first offense and for subsequent offenses may be guilty of a Class A misdemeanor.

Questions about the Illinois Roofing Industry Licensing Act and requests for application may be directed to the Illinois Dept. of Registration and Education, 320 W. Washington, Third Floor, Springfield, Illinois 62786. Phone (217) 782-8556.



OFFICE USE ONLY	
LICENSE NUMBER	
DATE ISSUED:	
FEE RECEIVED:	
EXPIRATION DATE:	

**601 HEARTLAND DRIVE
SUGAR GROVE, IL 60554**
Phone 630-466-8954 Extension 35
Fax 630-466-1083

**APPLICATION
FOR
CONTRACTOR'S REGISTRATION**

NAME OF FIRM: _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

TELEPHONE NO. _____ FAX NO. _____ CELL _____ PAGER _____

E MAIL _____

CONTACT: _____

CITY or STATE ELECTRICAL/PLUMBING/ROOFING LIC.# _____
(Attach a copy to this application)

TYPE OF BUSINESS: _____

BUSINESS OWNERS NAME: _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

TELEPHONE NO. _____ FAX NO. _____

INSURANCE AGENT: _____ PHONE: _____ - _____ - _____

NO REGISTRATION SHALL BECOME EFFECTIVE UNTIL SUCH DATE AS THE REQUIRED PROOF OF INSURANCE AND / OR BONDING HAS BEEN SUBMITTED AND IS ON FILE WITH THE VILLAGE.

Owner or Authorized Persons Signature

Date

NON – REFUNDABLE FEE \$165.00
(Except Electricians, Plumbers, Alarm and Irrigation Installers)