



**Village of Roaming Shores
Zoning Department**

2500 Hayford Road, Roaming Shores, Ohio 44084
Phone: 440-563-3132
RoamingShoresOH.gov

OFFICE USE ONLY

App No.:

Penalty Fee: ☐ Yes

Payment Method:

☐ Cash ☐ Credit

☐ Check No.:

Receipt No.:

CONTRACTOR REGISTRATION APPLICATION

(Please Fill Out Entirely in Print or Legible Print)

This application is created in accordance with Village Code §705.02. All sections must be completed.

Company Information

Company Name:

Company EIN:

Company DBAs:

Company Principal Information

The Company Principal is the individual in charge of the company or has the right to make decisions on behalf of the company.

Principal Name:

Mailing Address:

City:

State:

ZIP:

Phone:

State ID Number:

Email:

Company Agent Information

The Company Agent, Registered Agent, or Statutory Agent is the entity that is listed with the Ohio Secretary of State's office and is able to receive notices on behalf of the company. This is normally either an attorney/law firm or another corporation, but can also be an individual.

Registered Agent Name:

Contact Person:

Mailing Address:

City:	State:	ZIP:
Phone:		Email (if available):

State/County License Information (if applicable)
Ohio Plumbing License Number: (PL. #####)
Ohio Electrical License Number: (EL. #####)
Ohio HVAC License Number: (HV. #####)
Ohio Hydronics License Number: (HY. #####)
Ohio Refrigeration License Number: (RE. #####)
Ashtabula County Plumbing License Number:
Ashtabula County General Contractor License Number:
Ashtabula County Residential Specialty Contractors License Number: (Electrical, HVAC, Hydronic, Fire Suppression)
Ashtabula County Health Department Plumber's License Number:

Certification of Lead Safe Work Practices
Any person who performs renovation, repairs or painting of a residential property, or child occupying facility for compensation, must be US EPA certified in lead safe work practices and registered as a certified firm with the US EPA.
[] I do not conduct the activities listed above.
[] I do conduct the activities listed above. (Attach US EPA RRP certification & registration)

Fees:

- Registration: \$110.00
- Operating without a valid registration: \$100.00 + Registration Cost

Required Attachments:

- Proof of Liability Insurance
 - o \$250,000/\$500,000 for bodily injury, and \$50,000 for property damage.
 - o The “Village of Roaming Shores” must be listed as a Certificate Holder.
- Copy of a valid Ohio Workers’ Compensation Certificate.
- Copy of the *Certificate of Good Standing* from the Ohio Secretary of State (if a company).
- Copy of a current State of Ohio license (plumbing, electrical, HVAC, refrigeration, hydronics).
- Copy of Ashtabula County Building Department Registration
- Copy of the Plumbing Registration from the Ashtabula County Health Department
- Copy of US EPA RRP Certification and Registration (if ‘yes’ to Lead-Safe)

ALL CERTIFICATES OF REGISTRATION EXPIRE ON DECEMBER 31ST EACH YEAR.

Applicant Signature

The undersigned hereby certifies that the information in and with this application is true and accurate, and consents to agents of the village verifying any or all information submitted, as applicable; and if a certificate is issued, to verify conformance to requirements and conditions of issuance.

The applicant understands that if their general liability insurance, Ohio Workers’ Compensation certificate, or business certificate of registration expire at any point during the valid life of their Certificate of Registration, that the certificate will be suspended automatically.

The applicant hereby agrees to receive notice only at the addresses listed in this application. The applicant also understands that, in accordance with Village Code §705.08, any issued certificate of registration is not transferable and may not be altered, erased, defaced, or reproduced.

The applicant hereby agrees and understands that the property owner for whom they are doing work is responsible for obtaining the appropriate zoning permit(s), and that failure to obtain a permit is grounds for the issuance of a stop-work order.



Signature of Applicant: _____ **Date:** _____

Incomplete applications will not be processed.

Forms of Payment Accepted:

- Exact Cash
- Check (made payable to “Village of Roaming Shores”)

Mail completed applications to:

Zoning Department
Village of Roaming Shores
2500 Hayford Road
Roaming Shores, Ohio 44084

An additional \$25 fee will be charged for all returned checks.

Revised: 11/28/2023
Form Approved: LD