

CONTRACTOR REGISTRATION FORM



Village of Willow Springs
ONE VILLAGE CIRCLE
WILLOW SPRINGS, IL. 60480
708-467-3700 | FAX 708-467-3710
vovsbuid@gmail.com

Year of Request: _____

Date: _____

Contractor Type:

- Asphalt Electrical Fencing Food Truck General Landscaping
 Machinery Masonry Plumbing Roofing Other _____

CONTRACTOR INFORMATION

Business Name: _____

Phone: _____

Address: _____

City, State, Zip: _____

Business Owner Name: _____

Phone: _____

Address: _____

City, State, Zip: _____

Email Address: _____

I agree to abide by all codes and ordinances of the Village of Willow Springs as a condition of my license. I agree to call for all inspections as required and prior to covering work.

Signature: _____

Date: _____

ALL CONTRACTORS MUST SUBMIT THE FOLLOWING ITEMS WITH A COMPLETED APPLICATION

1. Surety Bond in the amount of \$10,000
2. Certificate of Insurance-\$1,000,000. (List the Village of Willow Springs as certificate holder.)
3. Proof of Workman's Compensation Insurance-\$500,000.00
4. \$100.00 Fee – (All licenses expire December 31st.)

Plumbers and Irrigation Contractors (No Fee Required)

Plumbers Only: Copy of your current State of Illinois Plumbing License # _____

A Letter of Intent on the contractor's letterhead is required with all plumbing permits.

Roofers Only: Copy of your State of Illinois Roofing License # _____

Food Trucks- Health Inspection Certificate plus Insurance (No Bond Required)

*Note: It is the contractor's responsibility to provide updates when the bond and insurance expire. Failure to do so will result in the lapsing of your license.

Contractor # _____