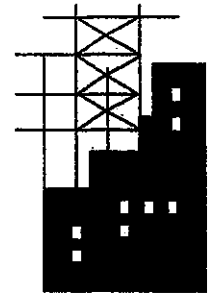




CITY OF MACEDONIA
The Crossroads of Northeast Ohio
9691 Valley View Road • Macedonia, Ohio 44056
330 / 468-8360 • Fax: 330 / 468-8396



Building Department

2010
CONTRACTOR/SUBCONTRACTOR REGISTRATION

- FAX COPIES NO LONGER ACCEPTED
- ALL BONDS MUST BE SIGNED BY CONTRACTOR
- CONTRACTORS MUST REGISTER YEARLY

In order to register as a contractor working in the City of Macedonia, the following are to be sent AS A COMPLETE PACKAGE to the Macedonia Building Department:

1. **\$100.00 Registration Fee** (Checks payable to City of Macedonia)
2. **Bond** (obtained from Insurance Co., using Insurance Co.'s generic bond forms)
GENERAL CONTRACTOR - \$25,000.00 Bond
SUBCONTRACTOR - \$10,000.00 Bond
3. **Certificate of Insurance** naming the City of Macedonia as additional insured
4. **Macedonia Contractor Application** completed and signed (keep pink copy)
5. **Regional Income Tax Agency (RITA) Form #48** (complete both sides and sign)
Contractors who registered in Macedonia in 2008 and 2009 do not need to submit the RITA tax form again. All others should complete and return this form. It can be obtained by visiting: <http://www.ritaohio.com/business/pdf/2008/form48.pdf>.
6. **Copies of Ohio State licenses** for plumbing, electric, HVAC, refrigeration, hydronics, and other State licensed contractors. These are required for all commercial contractors (Ohio HB 434. 9/5/05) and preferred for all residential contractors.
7. **Self-addressed stamped envelope** to return your valid registration. If not included, registration will not be mailed and must be picked up by contractor.

IF ALL PAPERWORK IS NOT INCLUDED, THE APPLICATION WILL BE RETURNED UNPROCESSED AND WILL DELAY YOUR ABILITY TO WORK IN MACEDONIA.

All Contractor Registrations expire on the last day of the calendar year.

★ *Service* ★ *Commitment* ★ *Pride* ★