

CITY OF WILLOUGHBY, OHIO  
One Public Square – Willoughby, OH 44094  
(440) 953-4118 – FAX (440) 953-4167

Application for Certificate of Registration

Contractor Application for: # \_\_\_\_\_ DATE \_\_\_\_\_

1. General /Roofing    2. Owner/Limited Premises    3. Fence/Deck/Accessory Structures    4. Siding  
5. HVAC    6. Paving    7. Sewer/excavating    8. Sign    9. Demolition    10 Fire Protection \*

\* A copy of State Fire Marshal's certificate is required.

Owner/Applicant's Name \_\_\_\_\_ Social Security # \_\_\_\_\_  
DBA/Company name \_\_\_\_\_ Federal I.D. # \_\_\_\_\_  
Home Address \_\_\_\_\_ Home Phone # \_\_\_\_\_  
\_\_\_\_\_  
Business Address \_\_\_\_\_ Business Phone # \_\_\_\_\_  
\_\_\_\_\_ Fax # \_\_\_\_\_

List minimum two years experience - former employer's name and address - type of work (give full and complete data - use back of form if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you at present, hold a registration in any other municipality YES \_\_\_\_\_ NO \_\_\_\_\_ If yes, where? (***Submit copies***)

\_\_\_\_\_  
(Location) (Reg. #) (Exp. date)  
\_\_\_\_\_  
(Location) (Reg. #) (Exp. date)

**IF NONE, YOU MUST APPEAR BEFORE THE WILLOUGHBY BOARD OF BUILDING CODE APPEALS**

I hereby swear/affirm that all the above facts are true to the best of my knowledge and belief.

**REGISTRATION FEE**

**\$ 100.00**

\_\_\_\_\_  
(Signature of applicant)

The above, \_\_\_\_\_ did personally appear before me, a Notary Public, and signed his/her free act and deed.

\_\_\_\_\_  
(Notary Public)

My commission expires \_\_\_\_\_