CITY OF DEARBORN
OFFICE OF THE CITY CLERK
13615 MICHIGAN AVE / DEARBORN 48126
PH (313) 943-2015
FAX (313) 943-2011

CONTRACTOR REGISTRATION APPLICATION

- Please mail completed application or submit in person to the above address.
- A copy of photo identification is required with your application.
- A copy of your state certification is required with your application, if applicable.
- If you are not the named applicant or owner of the company, a notarized statement authorizing you to obtain permits and/or licensing is required.

- CONTRACTOR INSURANCE REQUIREMENT: A certificate of insurance issued by an insurance company authorized to do business in the State of Michigan, insuring against claims for personal injury and property damage by members of the public resulting from negligent acts or omissions by the applicant or his agents or employees, all of which insurance shall cover public liability damage for amounts of $100,000 for each person, $100,000 for each accident and $100,000 property damage per accident. Every certificate must contain the following clause: "Before a cancellation of this policy, the insurer will give notice, in writing, to the Dearborn City Clerk, City Hall, Dearborn, Michigan, of the insurer's intention to cancel this policy, not less than ten (10) days after receipt of said notice." NOTE: 1. The City of Dearborn shall be listed on the certificate as an additional insured. 2. The cancellation clause shall not be contravened.

- EXPLOSIVE CONTRACTOR REQUIREMENT: A certificate of insurance issued by an insurance company licensed and authorized to do business in the State of Michigan is required. The commercial general liability coverage must include products/completed operations, contractual liability, personal injury/bodily injury, property damage, and underground, explosion, and collapse coverage for non-related properties. The limit amount for this insurance shall not be less than $1,000,000 per occurrence and $2,000,000 aggregate and shall be on a commercial insurance, occurrence form. The certificate must contain, as an endorsement, the following language: "The City of Dearborn, Michigan, its elected officials, officers, employees, boards, commissions, authorities, voluntary associations, and any other units operating under the jurisdiction of the City and within appointment of its operating budget, including the City of Dearborn are named as additional insured and said coverage shall be considered to be the primary coverage rather than any policies and insurance or self-insurance retention owned or maintained by the City of Dearborn." The cancellation clause of insurance shall identify not less than thirty (30) days.

- Payment may be made by check, payable to the CITY OF DEARBORN. Credit card payments are not accepted.

APPLICANT INFORMATION / AFFIDAVIT

The applicant must be the sole proprietor; an officer in the corporation; or a partner in the firm. The acceptance of this license shall constitute an agreement to abide by all codes and ordinances enforced by the City of Dearborn.			
APPLICANT NAME		DATE OF BIRTH	
BUSINESS NAME			
BUSINESS ADDRESS	CITY	STATE	ZIP CODE
NAME OF OWNER OR QUALIFYING OFFICER			
BUSINESS TELEPHONE #	DRIVER'S LICENSE # OF QUALIFYING OFFICER		
SIGNATURE OF APPLICANT OR QUALIFYING OFFICER		DATE	

☐ Building Contractor, Commercial ($30)

☐ Building Contractor, Residential ($30) State License #_____

☐ Building Contractor, Residential Maintenance & Alteration ($30) State License #_____

Please specify type:

☐ Carpentry (A)	☐ Painting & Decorating (J)	☐ Tile & Marble (P)
☐ Concrete (B)	☐ Siding (K)	☐ House Wrecking (R)
☐ Excavation (D)	☐ Roofing (M)	☐ Swimming Pools (S)
☐ Insulation Work (G)	☐ Screens/Storm Sash (N)	☐ Basement Waterproofing (T)
☐ Masonry (I)	☐ Gutters (O)	

☐ Concrete Contractor, Commercial ($35)

☐ Drain layer Contractor ($35)

☐ Electrical Contractor

Please specify type:
- ☐ Electrical Contractor ($30) State License #_____
- ☐ Electrical Master ($10) State License #_____
- ☐ Electrical Journeyman ($8) State License #_____

☐ Explosive Contractor ($35)

☐ Fire Repair Contractor, Commercial ($35)

(Residential Fire Repair Contractors must have Residential Building Contractor Registration)

☐ Mechanical Contractor / Heating, Cooling, Ventilation, Refrigeration ($20)

Please specify type:

- ☐ 1. Hydronic heating/cooling/process piping
- ☐ 2. HVAC equipment
- ☐ 3. Ductwork
- ☐ 4. Refrigeration
- ☐ 5. Limited heating service
- ☐ 6. Unlimited heating service
- ☐ 7. Limited refrigeration & air conditioning service
- ☐ 8. Unlimited refrigeration & air conditioning service
- ☐ 9. Fire Suppression
- ☐ 10. Specialty License (A. Solar, B. Solid Fuel, C. LP Tank & Pipe, D. Underground Tank & Pipe, E. Gas Piping, F. Gas Piping and Venting)

State License #_____

☐ Mechanical Excavating and Grading Contractor ($35)

In addition to obtaining a Mechanical Excavating and Grading Contractor License, each piece of equipment used for the digging of excavations or trenches or for the lifting or lowering of loads incidental to such enterprise must be licensed. Such equipment includes any mechanical shovel, excavator, roller, digging or trenching machine, bulldozer, scraper, front-end loader or other similar equipment used for the digging of excavations or trenches or for the lifting or lowering of loads incidental to such enterprise.

Type of Equipment	Manufacturer
TOTAL PIECES OF EQUIPMENT _____ ($10 per piece)	

☐ Moving Contractor ($100)

☐ Plumbing Contractor ($30)

Please specify type:
- ☐ Plumbing Contractor State License #_____
- ☐ Plumbing Master State License #_____
- ☐ Plumbing Journeyman State License #_____

☐ Sign Specialist / Contractor ($35) State License #_____

☐ Tank Installer Contractor ($35)

☐ Tent Erector Contractor ($35)

☐ Tree Removal and Replacement ($25)

BOARD OF SAFETY ENGINEER LICENSES

Boiler Installer
- ☐ Class A ($15)
- ☐ Class B ($15)
- ☐ Class C ($15)

Boiler Operator
- ☐ High Pressure ($40)
- ☐ Low Pressure ($30)

Stationary Engineer
- ☐ Chief Engineer ($85)
- ☐ Facilities Engineer ($75)
- ☐ 1st Class ($75)
- ☐ 2nd Class ($65)
- ☐ 3rd Class ($55)

Refrigeration Operator
- ☐ 1st Class ($55)
- ☐ 2nd Class ($35)
- ☐ Turbine & Reciprocal Engine Operator ($35)