

Business Name: _____



City of Williamsport Bureau of Codes

Contractor Registration

Date of application: _____

Business Type:

Check all boxes that apply:

- Building Electrical Plumbing Tree Arborist Mechanical
 HVAC New Construction Demolition Other

Business Information

Business Name: _____

Applicant Name: _____

Address: _____

City, State, Zip: _____

Telephone: () _____ Cell: () _____

Employer Federal or State I.D. Number: _____

Insurance Information

Please check all boxes that apply:

- NO Employees Employees Only Sub-contractors
 Copy of Certificate of Worker's Compensation – Only if contractor has Employees
 Copy of Certificate of Liability Insurance – Only if NO Employees

If the Worker's Compensation or Liability insurance policy expires, lapses, or is cancelled by the end of the calendar year for which registration has been accomplished with the City, or if the applicant changes the coverage to a different policy or company, the applicant is responsible to submit a new copy of the certificate of insurance coverage to the Bureau of Codes office/ City of Williamsport.

Initials: _____

Business Name: _____

Registration Fees

Registration fee is \$ 80.00 for one year, \$ 120.00 for two years and \$ 175.00 for three years annually (January 1st to December 31st). Checks and money orders can be made payable to "The City of Williamsport".

Any registrations applied for after January 1st WILL NOT BE PRORATED.

Effective July 1, 2009, ALL contractors/plumbers who perform residential and commercial work MUST register with the State of Pennsylvania and provide a copy of your State Registration Certificate to the Bureau of Codes Office to continue to perform work in the City of Williamsport.

Any registration filed, may be suspended at any time by the Bureau of Codes for violation of the ICC, UCC, Statewide Building Code, Zoning Ordinance, Property Maintenance Code or any other ordinances and codes, including loss of insurance coverage and failure to pay the Business Privilege Tax.

Initials: _____

Any person, company, corporation or individual who shall violate the provisions of the Contractors Licensing Ordinance, shall upon conviction thereof in a summary proceeding, be fined not less than fifty (\$ 50.00) dollars nor more that six hundred (\$600.00) dollars and cost of prosecution for each offense. In default of payment thereof, shall undergo imprisonment in the Lycoming County Prison for a period of time not exceeding thirty (30) days. Each day or portion of day a Contractor works without having a valid registration shall be considered a separate offense.

Initials: _____

My signature and initials on this registration constitutes I have read the above information on this application and verifies that the statements provided herein are true and that I am subject to the penalty of 18 P.A.C.S.A. 4904 relating to unsworn falsifications to authorities.

Print Name: _____

Title: _____

Signature: _____