



City of Freeport

November 30, 2016

To: City of Freeport License Holders

From: Alexander Mills, Community Development Director

Re: **2017 City of Freeport Licensing**

Attached you will find an application for renewal of your City of Freeport contractor registration. Please return your completed application, along with any required attachments and the renewal fee to the City of Freeport Community Development Department.

In order to keep your file active and in compliance, you will need to return your paperwork and renewal fee **no later than December 31, 2016. Please note: Once your registration with the City has lapsed the renewal fee increases and re-testing (HVAC & ELEC) will be required.****

The federal law, effective October 1, 2010, requires contractors who perform renovation, repairs and painting jobs in pre-1978 housing and child-occupied facilities to be certified and to use lead-safe work practices. Information is available at the following EPA websites:

<http://www.epa.gov/lead/pubs/firmapp.pdf>

<http://www.epa.gov/lead/pubs/trainingproviders.htm>

<http://www.epa.gov/lead/pubs/renovation.htm#contractors>

****IMPORTANT ****

REMEMBER TO INCLUDE THE FOLLOWING ITEMS:

In order to process your application a complete packet is needed at time of renewal. You will need to submit all documents each year.

- Complete both pages of the application and signature
- Affidavit of Exemption (if you are exempt from IL Workers Compensation coverage law)
- Certificate of Liability Insurance with the City of Freeport being a Certificate Holder
- Copy of any state licenses (i.e., Roofing, Plumbing(2))
- EPA Lead Certificate
- Check for renewal

	<u>By 12/31/16</u>	<u>After 12/31/16</u>
○ General Contractor, Roofing and Signs	\$110	\$220
○ Electric, HVAC and Boiler(non-licensed plumber)	\$147	\$294 **
○ Plumbing	No Fee	

NOTE:

- We send a license confirmation to the email address on file (if you have not provided one please do so). Your 2017 license number, contact information, any additional licensing information and your insurance will all be placed into our database.