

The Village of Northfield

68 HOUGHTON ROAD
NORTHFIELD VILLAGE, OHIO 44067
330-467-7139x20; Fax: 330-468-4270

Harold Jason Walters
Building Inspector

Building Department

January 1, 2009

Dear Registered Contractor:

It is time to renew your Contractor Registration for the period of January 1, 2009 through December 31, 2009. Please complete the following and return it at your earliest convenience to:

Northfield Village Building Department
68 Houghton Road
Northfield, OH 44067

TO REGISTER AS A CONTRACTOR/SUBCONTRACTOR:

The Village of Northfield requires completion of the following:

***1. Registration Fee – Payable to The Village of Northfield:**

Residential: \$ 50.00
Business/Commercial: \$ 100.00

- *2. \$ 5,000.00 Bond – Obtained from your insurance company.**
- *3. Certificate of Insurance – Northfield Village as additional insured.**
- *4. Village of Northfield Division of Taxation Registration Form (attached)**
- *5. Include a self-addressed, stamped envelope.**

Once all the required information is received, a Certificate of Registration will be issued for work performed within the Village of Northfield. **All registrations expire on the last day of the current year. NOTE: Failure to include any of the 5 items listed above will result in the return of all paperwork and a delay in the registration of your company. Thank you in advance for your cooperation.**

H. Jason Walters
Building and Zoning Inspector
330-467-7139, Ext. 20