

Applications for 2017 will begin renewal process on
January 3rd, 2017.

NO APPLICATIONS will be processed
before this date for 2017

All forms are attached

Thanks!

December 1st, 2016

Dear Mechanical Contractor:

Your 2016 contractor registration will expire on December 31. In order to obtain a permit in 2017 your registration must be current. The form for renewal is enclosed. **Keep in mind that it is the contractors' responsibility to keep insurances and bonds current.**

Please keep the following other Contractor Responsibilities in mind when performing work in Rock Island:

- City code requires that permits must be pulled before work is performed and that permit must be retained on the job site. This office understands that emergency repairs/replacements do occur, and those permits must be submitted as soon as possible.
- City code requires that inspections are conducted during applicable stages in the build and that a final inspection or occupancy inspection is conducted in order to close the permit. **Every permit issued requires an inspection.** It is the responsibility of **the contractor** to call or email all inspection requests to the Inspection Division upon completion of work in a timely manner.
- If there is a change in the scope of work, the proposed change must be submitted to this office in writing and it must be approved by the Building Official before modifications are initiated.

- **ALL INSPECTIONS REQUIRE A MINIMUM OF 24 HOUR NOTICE**

The City of Rock Island currently uses the 2009 International Codes (IBC, IRC, IFC, IMC, IFGC, and IEBC), 2008 NEC, the 2014 Illinois Plumbing Code, 2015 IECC, and the IPC for matters not covered by the IL Plumbing Code. You may request copies of local amendments by contacting us via email at Inspection@rigov.org or calling us at 309.732.2910 during normal business hours.

There are copies of the local amendments as well as permit applications and fee schedules are available on the city website: <http://www.rigov.org>

The regional building departments continue to work together to further the goal of using the same codes throughout the region. **We have begun to study the 2015 International Codes and will plan on switching** Keep an eye on the ILLOWA Building Official's Association website, <http://www.illowaicc.org> for details on our progress. ILLOWA also offers copies of code publications at a reduced cost.

All construction must conform to the 2015 IECC; state mandated.

I look forward to working with you throughout the year.

Sincerely,



Thomas G. Ayers
Chief Building Official



COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT
INSPECTION DIVISION

2017 MECHANICAL CONTRACTOR REGISTRATION

Table with 4 columns: Date Processed, License Fee, Account No., and a blank column. Includes the text 'For Office Use Only'.

ALL REGISTRATIONS EXPIRE DECEMBER 31
RENEWAL NOTICES ARE MAILED MID-DECEMBER
All * FIELDS ARE REQUIRED FOR REGISTRATION. PLEASE WRITE LEGIBLE IN BLUE OR BLACK INK

* BUSINESS NAME:
* Applicant Name: Applicant Title:
* Office Phone: Alternate Phone:
* Mobile Phone: FAX:
* Email Address: Website:
* Address:
* City, State, Zip:

2015 IECC will be state mandated January 1st, 2016 - state mandated & all construction must conform to the minimum requirements

License Holder Information (REQUIRED)

* NAME OF LICENSE HOLDER
Classification of License
[] MASTER MECHANICAL [] COMMERCIAL HVAC [] RESIDENTIAL HVAC [] BOILER INSTALLATION
[] COMMERCIAL REFRIGERATION [] WOOD/GAS FIREPLACES
[] Licensed with City of Rock Island (submitted certification testing on record)
[] Licensed outside City of Rock Island (copy of a current Illinois Mechanical License MUST be submitted with this registration).

***** PLEASE READ CAREFULLY AND INITIAL ALL ACKNOWLEDGMENTS BELOW *****
I certify that I will abide by all applicable Articles and Provisions as mandated by the City of Rock Island Building Ordinance. The Ordinance is available online at www.rigov.org or at the City Clerk's Office.
I understand that it is my obligation to secure a building permit and to notify the appropriate inspectors in a timely manner for all applicable inspections.
I understand that upon completion of construction and approval from the inspectors, it is my obligation to notify the Inspection Division to obtain a Certificate of Occupancy or final inspection. ALL PERMITS REQUIRE A FINAL INSPECTION. NO EXCEPTIONS.
I am aware that there is a maximum \$500 per day per violation Permit Penalty Fee for construction started without proper permits or exceeding departmental permit approval.

Under penalties of perjury, the undersigned certifies that all information in this statement, and all information furnished in support of the statement is true and complete to the best of his/her knowledge and belief. Failure to comply with the conditions of this registration will result in revocation of the registration and cancellation of all active permits.

X
* Applicant's Signature
* Date

PLEASE CHECK TO ENSURE THAT THE FOLLOWING ARE SUBMITTED FOR REGISTRATION
[] This Registration Form COMPLETED, INITIALED and SIGNED
[] \$55.00 Fee (Checks payable to City of Rock Island)
[] Current Certificate of Liability Insurance to The City of Rock Island in the amount of \$100,00.00 property damage & \$300,000.00 personal injury per occurrence. Workman's Compensation insurance if Applicable.
[] A \$10,000.00 continuous license/permit bond on the City's form . (Annual Renewals: If you already have an original on file in Inspection Office please disregard)

Submit to:
City of Rock Island
Inspection Division
1528 Third Avenue
Rock Island, IL 61201
Ph: (309) 732-2918
Email: Inspection@rigov.org
FAX: (309) 732-2930