Dear Registration Holder:

Renewal of your Electrical Registration will be due on January 1 each year. Registration shall expire on December 31, 12:00 midnight each year and shall be renewed by the Chief Electrical Inspector upon application by the holder (Article 12 and 14). Electrical work shall not be performed without a current Trumbull County Electrical Registration (Article 5). Registration not renewed by January 31 will be cancelled.

Checklist for Electrical Registration Renewal

______ Completed and Notarized Electrical Registration Application.

______ Current valid State of Ohio Electrical License. *(Provide a copy)*

______ Trumbull County Surety Bond Form. *(Must use form provided)*

______ Seal on Bond Form.

______ Bond shall be in the Registration Holder’s Name, *(Fill in Exact Name(s) and assignee Business entity as appear on State of Ohio License).*

______ Registration Holder shall sign as Principal.

______ Power of Attorney shall be attached to the Bond Form.

______ Proof of Liability Insurance in an Amount of not less than One Million dollars (1,000,000.00) on any one accident or occurrence.

______ Proof of Compliance of the Worker’s Compensation Law’s of the State of Ohio. *(If you are a sole proprietor, you must submit such statement on your letterhead and attach to the application).*

______ Renewal Fee of One Hundred Dollars ($100.00) Payable to the Trumbull County Building Department.

______ *Return this Checklist with Application.*

Mail all requirements together to avoid return of an incomplete application. Mark envelope ATTENTION: CHIEF ELECTRICAL INSPECTOR.

Sincerely,

James Toot
Chief Electrical Inspector
ELECTRICAL REGISTRATION APPLICATION
TRUMBULL COUNTY BUILDING DEPARTMENT
159 East Market, Suite 100
WARREN, OHIO 44481
PHONE: 330-675-2468

Please be advised that I am employed full time and my Trumbull County Electrical Registration is to be used exclusively by (information listed below must be as indicated for State of Ohio License):

Company Name ____________________________
Name ____________________________
Address ____________________________
City ____________________________
State ___________ Zip ___________
Address ____________________________
City ____________________________
State ___________ Zip ___________
Federal ID# ____________________________
Phone ____________________________
Phone ____________________________
Fax ____________________________
E-mail ____________________________
Mobile ____________________________
Mobile ____________________________

Are you incorporated under the laws of the State of Ohio? ___ Yes ___ No
If incorporated, what is the exact name of the corporation or company?
_____________________________
If not incorporated, what is the exact name you are doing business as?
_____________________________

Current Trumbull County Registration # ____________ Expiration Date: ____________
Current State of Ohio Electrical License # ____________ Expiration Date: ____________
Current Worker’s Compensation # ____________ Expiration Date: ____________
If you are sole proprietor attach such statement, on your letterhead, to this application.

Revocation of Trumbull County Electrical Registration
Loss of registration violations:
Upon presentation to the Trumbull County Electrical Board of charges that the holder of any registration has willfully or negligently violated any provisions of the Ohio Codes, National Electrical Code, or the Trumbull County Electrical Standards, the Electrical Board shall notify the holder of said registration to be present at such meeting. Such notification shall be in writing and shall be delivered to the holder at least five (5) days in advance of said meeting.

Reasons for Revocation of Registration
Failure to renew State of Oho License by expiration date.
Failure to pay registration fees.
Failure to maintain Surety Bond and Worker’s Compensation.
Failure to maintain Liability Insurance and Completed Operations.
Lending of one’s license or allowing other companies to use one’s registration to do electrical work.
Repeated violations of codes or standards.
Other just cause.

___________________________ being duly sworn deposes and says that the information provided herein is true and sufficiently complete so as not to be misleading.
Subscribed and sworn before me this ______ day of __________________ 20______

__________________________________________
Notary
TRUMBULL COUNTY
ELECTRICAL CONTRACTOR’S BOND

KNOW ALL MEN BY THESE PRESENT, That I, the undersigned (fill in exact name(s) and assignee business entity as appear on State License)

YOUR FULL NAME AND ADDRESS AS APPEARS ON STATE LICENSE

LIST ALL BUSINESS NAMES THAT YOU USE

Of the City of _________________________, State of _________________________, as Principal and _____________________________________________________ as Surety, are held firmly bound onto the County of Trumbull, Ohio, in the sum of Ten Thousand and 00/100 Dollars ($10,000.00), lawful money, for the payment of which, well and truly to be made we bind ourselves, our heirs, executors, administrators, and assigns firmly by these presents.

THE CONDITIONS OF THE ABOVE OBLIGATIONS ARE SUCH THAT, WHEREAS, the above name principal has made application to the County of Trumbull, Ohio, for registration as a Electrical Contractor for a term of one year beginning __________ and ending December 31,20_______ pursuant to and under the provisions of the resolutions of Trumbull County, Ohio.

NOW, THEREFORE, if the said Principal, during the term of said registration shall well and faithful indemnify and save harmless Trumbull County from all loss and damage that may be occasioned in any ways by accidents, caused by the negligence or by the want of care, skill or attention on his or its part or on the part of anyone in his or its employ; faithfully observe all federal and state law as applicable and all resolution of Trumbull County, governing the installation or the alteration, replacement, repair, design, or service of any electrical work within Trumbull County, Ohio, then this obligation shall be void otherwise, to remain in full force and effect; the same may be sued on at the instance of any person, firm or corporation with whom the said principal may hereafter contract to do said work for any damage sustained by said person, Firm or Corporation on account of the Failure of said principal to perform the work contracted for in accordance with the resolutions and the rules and regulations aforesaid.

IN TESTIMONY WHEREOF, we have hereunto set our hands this __________ day of _________________, 20_____.

NOTE: Power of Attorney must be attached to all bonds and renewals.

SEAL MUST APPEAR ON BOND FORM.

______________________________
Name of Registration Holder

BY: ______________________
SIGNATURE

______________________________
Surety

BY: ______________________
SIGNATURE