Dear Registration Applicant:

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:

____ 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).

____ Fee of Two Hundred Dollars ($200.00) 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 ST, 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 __________________________Address __________________________
City __________________________City __________________________
State __________ Zip __________ State __________ Zip __________
Federal ID# __________________________ Phone __________________________
Phone __________________________ Mobile __________________________
Fax __________________________E-mail __________________________
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 Ohio 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.
CONTRACTOR’S QUALIFICATION STATEMENT

TYPE OF WORK:

_____ ELECTRICAL
_____ WARM AIR HEATING
_____ AIR CONDITIONING
_____ WET HEATING

1. ORGANIZATION

1.1 HOW MANY YEARS HAS YOUR ORGANIZATION BEEN IN BUSINESS AS A CONTRACTOR?

1.2 HOW MANY YEARS HAS YOUR ORGANIZATION BEEN IN BUSINESS UNDER ITS BUSINESS NAME?

1.21 UNDER WHAT OTHER OR FORMER NAMES HAS YOUR ORGANIZATION OPERATED?

1.3 IF YOUR ORGANIZATION IS A CORPORATION, ANSWER THE FOLLOWING:

1.31 DATE OF INCORPORATION:

1.32 STATE OF INCORPORATION:

1.33 PRESIDENT’S NAME:

1.34 VICE-PRESIDENT’S NAME (S):

1.35 SECRETARY’S NAME:

1.36 TREASURER’S NAME:

1.4 LIST JURISDICTION IN WHICH YOUR ORGANIZATIONS PARTNERSHIP OR TRADE NAME IS FILED.

2. LICENSING

2.1 LIST JURISDICTION AN TRADE CATEGORIES IN WHICH YOUR ORGANIZATION IS LEGALLY QUALIFIED TO DO BUSINESS, AND INDICATE REGISTRATION OR LICENSE NUMBERS, IF APPLICABLE.

2.2 HAS ANY OF YOUR COMPANIES REGISTRATIONS OR LICENSE BEEN REVOKED OR SUSPENDED? _________

IF SO, WHY:
3. EXPERIENCE

3.1 LIST THE CATEGORIES OF WORK THAT YOUR ORGANIZATION NORMALLY PERFORMS WITH ITS OWN FORCES.

3.2 ARE THERE ANY JUDGEMENTS, CLAIMS, ARBITRATION PROCEEDINGS OR SUITS PENDING OR OUTSTANDING AGAINST YOUR ORGANIZATION OR ITS OFFICERS?

3.3 HAS YOUR ORGANIZATION FILED ANY LAW SUITS OR REQUESTED ARBITRATION WITH REGARD TO CONSTRUCTION CONTRACTS WITHIN THE LAST FIVE YEARS?

4. REFERENCES

4.1 TRADE REFERENCES (2):

4.2 PERSONAL REFERENCES (2):

4.3 SURETY:

4.3.1 NAME OF BONDING CO.:

4.3.2 NAME AND ADDRESS OF AGENT:

5. SIGNATURE ________________________________

5.1 Dated at __________ this __________ day of _________________ 20______.

Name of organization: ______________________________________

____________________________________

____________________________________

BY: _____________________________________________
Title: _____________________________________________

_______________________________ 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 fill 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.