



VILLAGE OF MOUNT PROSPECT  
 50 SOUTH EMERSON STREET  
 MOUNT PROSPECT, IL 60056  
 (847) 870-5675 phone  
 (847) 870-6620 fax

2010  
 CONTRACTOR LICENSE APPLICATION

**INSTRUCTIONS:**

Please Type or Print clearly and complete  
 ALL portions of the application

Business Legal Name \_\_\_\_\_

Doing Business As (*Common Name*) \_\_\_\_\_

Business Address (*PO Box not acceptable*) \_\_\_\_\_ (apt/ste) \_\_\_\_\_

City/State/Zip Code \_\_\_\_\_

Billing Address (*If Different Than Above*) \_\_\_\_\_

City/State/Zip Code \_\_\_\_\_

Business Phone \_\_\_\_\_ Business Fax \_\_\_\_\_

Business Email \_\_\_\_\_

**FOR VILLAGE USE:**

\_\_\_\_ NEW CONTRACTOR  
 \_\_\_\_ EXISTING/RENEWAL

LICENSE # \_\_\_\_\_

DATE ISSUED \_\_\_\_/\_\_\_\_/\_\_\_\_

**FEE \$35.00**  
 STATE LICENSED PLUMBERS &  
 ROOFERS PAY NO FEE

AMOUNT PAID \$ \_\_\_\_\_  
 CHECK # \_\_\_\_\_

Drivers License Attached?  
 YES  NO  N/A

State License Attached?  
 YES  NO  N/A

State Bond Attached?  
 YES  NO  N/A

City Reg. Attached?  
 YES  NO  N/A

**Type of Contractor** (*check one*):  Alarm  General  Landscape  Plumbing  Signs  Electrical  HVAC  
 Masonry  Roofer  Other \_\_\_\_\_

**Plumbers, Roofers, Alarm, and Sprinkler Contractors MUST attach a copy of your State License!** (Plumbers 058 Number)

State Registration Number \_\_\_\_\_ (ATTACH COPIES)

**Plumbers MUST also provide a copy of their current State Bond!** (055 Number)

State Bond Number \_\_\_\_\_ (ATTACH COPY)

**Electricians MUST provide a copy of a current City Registration!** (ATTACH COPY)

**OWNERSHIP TYPE AND CONTACT INFORMATION** (*Physical Address must be used, a Post Office Box is not acceptable*)

If **Sole Ownership**, list information for the sole owner/operator and provide **Drivers License Number**  
 Drivers License Number \_\_\_\_\_ (Must attach copy of State Issued Identification)

If **Corporation**, list information for the President or Chief Financial Officer and provide **Illinois Business Tax ID Number**  
 Illinois Business Tax ID Number \_\_\_\_\_

First Name: \_\_\_\_\_ M.I. \_\_\_\_\_ Last Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Residence Address \_\_\_\_\_ City/State/Zip Code \_\_\_\_\_

Residence Phone \_\_\_\_\_ Email \_\_\_\_\_



**BACKGROUND**

Have any of the persons listed ever been convicted of a felony?  Yes  No  
If yes, please explain in box below.

Has the applicant ever had any license issuance or renewal refused or revoked by any state, other municipality, governing body or licensing authority? If yes, please explain in box below.  Yes  No

Explanation:

**ACKNOWLEDGEMENT**

**I have read and understand the following statement:**  Yes  No

BY ACCEPTING A PERMIT FROM THE BUILDING DIVISION, YOU ARE ENTERING INTO A CONTRACT WITH THE VILLAGE OF MOUNT PROSPECT THAT REQUIRES YOU TO FOLLOW THE CONSTRUCTION SITE MAINTENANCE GUIDELINES (ORD. 5536, 1/17/06) AND FOLLOW OUR TREE PROTECTION PLAN (CODE SEC 9.716). THE VILLAGE CODE CAN BE ACCESSED ON-LINE AT WWW.MOUNTPROSPECT.ORG BY SELECTING "VILLAGE CODE" FROM THE LEFT SIDE OF THE SCREEN.

I DO HEREBY CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION HAS BEEN FURNISHED BY ME AND TO THE BEST OF MY KNOWLEDGE IS CORRECT. I UNDERSTAND THAT ANY UNTRUE, INCONSISTENT OR MISLEADING INFORMATION SHALL BE CAUSE FOR THE REFUSAL TO GRANT OR THE REVOCATION OF ANY CERTIFICATE GRANTED PURSUANT TO THIS APPLICATION. I FURTHER CERTIFY THAT BY APPLYING IN WRITING FOR A CERTIFICATE TO OPERATE IN THE VILLAGE OF MOUNT PROSPECT I HAVE READ AND UNDERSTAND MY OBLIGATIONS UNDER APPROPRIATE VILLAGE ORDINANCES RESPECTIVE TO THE CERTIFICATE(S) FOR WHICH I AM APPLYING. I FURTHER CERTIFY THAT IF ANY OF THE FOREGORING INFORMATION, INCLUDING THE STATUS OF THE STATE LICENSE, CHANGES DURING THE COURSE OF THE CERTIFICATE YEAR I WILL NOTIFY THE VILLAGE, IN WRITING, WITHIN SEVEN (7) DAYS OF SUCH CHANGE.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\*Note; if license has not been issued or picked up within six (6) months of the application date, this application will be considered void and a new application will have to be submitted.