



2009 HVAC Contractor License Renewal

Instructions to applicants: Complete form by filling in all information. Supporting documentation MUST accompany the signed application when submitted. Please submit the following:

- this completed application
copy of the Surety Permit Bond (\$2,000)
copy of Liability Insurance, \$100,000 for property damage, \$300,000 for personal injury
current HVAC License from the municipality you tested and received license from
\$50.00 check payable to the City of Bloomington for annual renewal.

NOTE: A registration card will be issued only upon arrival of all materials.

Form with fields: Business Name, Business Address, Application Date, Phone #, Mobile #, Fax #, Liability Insurance Carrier, Surety Company Bond Carrier, Contractor Signature, E-mail, Print Name.



NOTE: MAIL, DO NOT FAX, ALL MATERIALS TO:

CITY OF BLOOMINGTON - PACE DEPARTMENT
ATTN: CONTRACTOR REGISTRATION
P.O. BOX 3157, BLOOMINGTON, IL 61702-3157

ON OR BEFORE DECEMBER 31, 2008

Failure to renew by January 31, 2009, will result in a penalty fee of \$15.00 per month or portion thereof.

Please check here if you are a minority or woman owned business and would like to receive an application to be on the approved Community Development Contractor's List.

Minority Owned Woman Owned

FOR OFFICE USE ONLY.

Form with fields: Reviewed By, Card Issued, (Building Inspector), (Date), (Exp. Date), (Reg. #)