

CITY OF MASSILLON
RENEWAL REQUIREMENTS

The following is a list of requirements needed for registration renewal. We do not require an application or any type of packet to be completed for the renewal. We will take a continuation certificate (original) in lieu of the surety bond as long as the original surety bond is on file with our department.

****IMPORTANT****

All registrations now run from March 1st through February 28th of the following year. Please contact your insurance company and advise them of this change. We will accept any bond form you bring in, but eventually, all bond forms should expire on February 28th. We will also accept what most insurance companies call an "endorsement", this will allow your insurance company to extend your bond for another two months to expire on February 28th.

HVAC Contractor

\$150.00 Registration Fee
\$10,000.00 Surety Bond (Original)
Copy of State License
Proof of Workers' Compensation
Federal I.D. # or S.S. # Written Down
Self-Addressed, Stamped Envelope
\$75.00 Late Fee after February 28th

Electrical Contractor

\$150.00 Registration Fee
\$10,000.00 Surety Bond (Original)
Copy of State License
Proof of Workers' Compensation
Federal I.D. # or S.S. # Written Down
Self-Addressed, Stamped Envelope
\$75.00 Late Fee after February 28th

Plumbing Contractor

\$150.00 Registration Fee
\$5,000.00 Surety Bond (Original)
Copy of State License
Proof of Workers' Compensation
Federal I.D. # or S.S. # Written Down
Self-Addressed, Stamped Envelope
\$75.00 Late Fee after February 28th

Home Improvement Contractor

\$150.00 Registration Fee
\$10,000.00 Surety Bond (Original)
Copy of State License
Proof of Workers' Compensation
Federal I.D. # or S.S. # Written Down
Self-Addressed, Stamped Envelope
\$75.00 Late Fee after February 28th

Electrical Journeyman

\$15.00 Registration Fee
Self-Addressed, Stamped Envelope
\$20.00 Late Fee after February 28th

Electrical Apprentice

\$10.00 Registration Fee
Self-Addressed, Stamped Envelope
\$10.00 Late Fee after February 28th

Plumbing Journeyman

\$15.00 Registration Fee
Self-Addressed, Stamped Envelope
\$20.00 Late Fee after February 28th

Sign Contractor

\$100.00 Registration Fee
One Million Dollars Certificate of Insurance
Proof of Workers' Compensation
Federal I.D. # or S.S. # Written Down
Self-Addressed, Stamped Envelope

Demolition Contractor

\$150.00 Registration Fee (Paid at Mayor's Office)
\$10,000.00 Surety Bond
\$300,000.00 Liability Insurance
Federal I.D. # or S.S. # Written Down
Proof of Worker's Compensation
Self-Addressed, Stamped Envelope