

**VILLAGE OF TINLEY PARK
CHANGE OF CONTRACTOR FORM
16250 Oak Park Avenue
Tinley Park, IL 60477
(708)444-5100
(708)444-5199 Fax**

Date: _____

Permit # _____

Date changed: _____

PROPERTY ADDRESS: _____

OWNER OF PROPERTY: _____

GENERAL CONTRACTOR _____

NEW CONTRACTOR INFORMATION:

Contractor Name _____

Address _____

City: _____ State _____ Zip _____

Phone # _____

Type of Contractor: _____

NEW CONTRACTOR INFORMATION:

Contractor Name _____

Address _____

City: _____ State _____ Zip _____

Phone # _____

Type of Contractor: _____

NEW CONTRACTOR INFORMATION:

Contractor Name _____

Address _____

City: _____ State _____ Zip _____

Phone # _____

Type of Contractor _____

SIGNATURE: _____ **Date:** _____

**VILLAGE OF TINLEY PARK
CONTRACTOR REGISTRATION AND BOND
REQUIREMENTS**

16250 South Oak Park Avenue
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**CONTRACTOR
REQUIREMENTS:**

All contractors doing work in the Village of Tinley Park must be licensed and bonded with the Village or State (proof of state licensed required) prior to starting work. Permits will not be issued unless all contractors noted on the permit are licensed and bonded.

SURETY BOND:

A General Contractor requires a \$20,000 Surety Bond made out to the Village and a Village license. Homeowners acting as general contractor for their own single family home, and are to remain their own property, must sign a waiver and are still required to obtain a \$20,000 Surety Bond.

Carpentry, Concrete, Drywall, Excavating, Heating and Air Conditioning (HVAC), Masonry, Paving, and Sewer contractors are all required to obtain a Village License and a \$20,000 Surety Bond made out to the Village.

**CERTIFICATE OF
LIABILITY
INSURANCE:**

The Village of Tinley Park **DOES NOT** require liability insurance, however, if the homeowner is the general contractor, it is suggested they obtain a copy of this insurance from each subcontractor.

**ELECTRICAL
CONTRACTORS:**

Electrical contractors must submit a current Electricians license and have a \$20,000 Surety Bond made out to the Village.

**FIRE SPRINKLER
CONTRACTORS:**

Contractors must submit a current State of Illinois license and have a \$20,000 Surety Bond made out to the Village.

**PLUMBING, ALARM,
AND LAWN SPRINKLER**

CONTRACTORS:

Contractors must submit a copy of the current State Registration. No surety bond is required. If also doing sewer work, a Tinley Park License and a \$20,000 Surety Bond is required.

ROOFING

CONTRACTORS:

Roofing contractors must submit a current State of Illinois Roofing License, obtain a Village License, and have a \$20,000 Surety Bond made out to the Village.

APPLICATION

FEES:

General Contractors are \$100 per calendar year. Subcontractors: \$50 per calendar year

CHANGING

CONTRACTORS:

If, during the course of construction, it is necessary to change contractors, you must notify the Building Department and fill out a Change of Contractor Form for our files.

**SCHEDULING
INSPECTIONS:**

A list of required inspections will be included in your permit packet. There is a **TWO BUSINESS DAYS NOTICE** required to schedule any inspection, with the exception of concrete, which required only a two hour notice

RE-INSPECTIONS:

If any re-inspections are necessary, a \$50 fee must be paid before the re-inspection will take place