



**City of Rochester Hills**  
 1000 Rochester Hills Dr.  
 Rochester Hills, MI 48309  
 (248) 656-4615 Phone  
 (248) 656-4623 Facsimile

**CONTRACTOR REGISTRATION**

**License Issued To:** \_\_\_\_\_

**Company:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Telephone #:** \_\_\_\_\_

\_\_\_\_\_ **Cell Phone #:** \_\_\_\_\_

**Federal I.D. #:** \_\_\_\_\_ **Fax #:** \_\_\_\_\_

**Contractor License #:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Workers Comp Ins. Carrier** (or reason for exemption): \_\_\_\_\_

**MESC Employer #** (or reason for exemption): \_\_\_\_\_

**FOR BUILDING & SIGN CONTRACTORS ONLY:**

Authorized Signatures – please print (only the contractor and the following names will be allowed to obtain permits):

\_\_\_\_\_  
 \_\_\_\_\_

**FOR ELECTRICAL, PLUMBING & SIGN CONTRACTORS ONLY:**

Master/Specialist authorized to obtain permits – please print (copy of master’s/specialist’s license(s) must be attached)

Name: \_\_\_\_\_ Master/Specialist License #: \_\_\_\_\_

**Please be advised that the State of Michigan licensing regulations allow only licensed Electrical/Plumbing Contractors and Authorized Master to obtain Electrical/Plumbing permits.**

I, the undersigned, hereby certify that the information herein is true and correct to the best of my knowledge.

**Signature of Licensee:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
 has signed this letter in front of a Notary Public whose stamp and signature is also on this letter.

<p>Office Use Only:</p> <p>Reg. # _____</p> <p>Expires: ____ / ____ / ____</p> <p>Driver License Verified <input type="checkbox"/></p> <p>Initials: _____</p>
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Subscribed and sworn to me on this  
 \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_, Notary Public  
 \_\_\_\_\_ County, Michigan  
 Acting in \_\_\_\_\_ County, Michigan  
 My commission expires: \_\_\_\_\_

**Did you remember to include:**

- Copy of driver’s license, current contractor’s license, and current masters/specialist license(s)
- Registration fee (see fee schedule)
- Signature of licensee (contractor) on this form (must be notarized if form is not being submitted in person by contractor)

**Fee Schedule:**

- Mechanical Contractor .....\$15.00 until end of license
- Electrical Contractor .....\$15.00 until end of license
- Plumbing Contractor .....\$15.00 until end of license
- Fire Alarm Contractor .....\$20.00 until end of license
- Sign Contractor .. .....\$50.00 until end of year
- Sign Specialist.....\$20.00 until end of year
- Building Contractor.....\$45.00 for 1 year
- Building Contractor.....\$65.00 for 2 years
- Building Contractor.....\$85.00 for 3 years