

DEPARTMENT OF BUILDING AND ZONING
OF COOK COUNTY, ILLINOIS

Timothy P. Bleuher
COMMISSIONER OF BUILDING AND ZONING
OF COOK COUNTY



Cook County Building & Zoning
Contractor Registration
69 W. Washington, Suite 2830
Chicago, IL 60602-3169
TEL (312) 603-0512
FAX (312) 603-9940

RENEW/AMEND CONTRACTOR REGISTRATION.

If you are amending and your current registration is up to date, you can skip requirement 1 & 2, if it is not up to date or you are renewing an expired registration ensure you have all the following:

1. A **Certificate of Insurance** showing a minimum **\$1,000,000 in General Liability**, naming Cook County Building & Zoning 69 W Washington #2830 Chicago, IL 60602, as the Certificate Holder.
2. A **Declaration of Child Support Obligations** form, completed by Authorized Signatory on file.
3. A **Check/Money Order** for \$75.00 per trade (\$150.00 if adding a trade or if renewal hasn't been done in a year or longer), or request an invoice which you can pay on line at <http://bzpermits.cookcountyil.gov/web-payments/>

Business Name: _____ (is this a dba? Y/N)

List any Current Registration: Trade _____ Number _____

Contact Information: Phone/Cell _____ email _____

Mail all documents and/or questions to the address located on the upper right corner of this form, or via email to cr.bnz@cookcountyil.gov
(When emailing you will get a reply with the invoice(s) and link for payment).

If Renewing check all of the trades you want to renew:

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Above Ground Pool | <input type="checkbox"/> Carpentry | <input type="checkbox"/> Cell Tower Erector | <input type="checkbox"/> Concrete |
| <input type="checkbox"/> Damp Proofing | <input type="checkbox"/> Demolition** | <input type="checkbox"/> Drywall | <input type="checkbox"/> EIFS/Stucco/Plaster |
| <input type="checkbox"/> Elevator/Lift | <input type="checkbox"/> Excavating/Grading | <input type="checkbox"/> Fence | <input type="checkbox"/> General -NO TRADES |
| <input type="checkbox"/> General w/ TRADES | <input type="checkbox"/> In ground Pool | <input type="checkbox"/> HVAC | <input type="checkbox"/> Insulation |
| <input type="checkbox"/> Landscaper | <input type="checkbox"/> Masonry/Brick/Stone | <input type="checkbox"/> Painter | <input type="checkbox"/> Roofing* |
| <input type="checkbox"/> Sign** | <input type="checkbox"/> Shed/Detached Garages | <input type="checkbox"/> Tank (above ground)* | <input type="checkbox"/> Other _____ |

**Must submit proof of current State of Illinois License.*

***Will require a Bond*

If Amending check all of the trades you want to add:

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Above Ground Pool | <input type="checkbox"/> Carpentry | <input type="checkbox"/> Cell Tower Erector | <input type="checkbox"/> Concrete |
| <input type="checkbox"/> Damp Proofing | <input type="checkbox"/> Demolition** | <input type="checkbox"/> Drywall | <input type="checkbox"/> EIFS/Stucco/Plaster |
| <input type="checkbox"/> Elevator/Lift | <input type="checkbox"/> Excavating/Grading | <input type="checkbox"/> Fence | <input type="checkbox"/> General -NO TRADES |
| <input type="checkbox"/> General w/ TRADES | <input type="checkbox"/> In ground Pool | <input type="checkbox"/> HVAC | <input type="checkbox"/> Insulation |
| <input type="checkbox"/> Landscaper | <input type="checkbox"/> Masonry/Brick/Stone | <input type="checkbox"/> Painter | <input type="checkbox"/> Roofing* |
| <input type="checkbox"/> Sign** | <input type="checkbox"/> Shed/Detached Garages | <input type="checkbox"/> Tank (above ground)* | <input type="checkbox"/> Other _____ |

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***Will require a Bond*



Declaration of Child Support Obligations

This form must be completed by Applicants seeking issuance or renewal of a County Privilege.

Applicable law provides that every applicant for a County privilege shall be in full compliance with any child support order before such applicant is entitled to receive or renew a County privilege. When delinquent child support exists, the County shall not issue or renew any County privilege and may revoke any County privilege.

- **Applicant:** any person or business entity, including all Substantial Owners, seeking issuance of a County Privilege or renewal of an existing County Privilege from the County. This term shall not include any political subdivision of the federal or state government, including units of local government, and not-for-profit organizations.
- **County Privilege:** any business license, including but not limited to liquor dealer's licenses, packaged goods licenses, tavern licenses, restaurant licenses, and gun licenses; real property licenses or lease; permit, including but not limited to building permits, zoning permits or approvals; environmental certificate; County HOME Loan; and contracts exceeding the value of \$10,000.
- **Substantial Owner:** any person or persons who own or hold a twenty-five percent (25%) or more percentage of interest in any business entity seeking a County Privilege, including those shareholders, general or limited partners, beneficiaries and principals; except where a business entity is an individual or sole proprietorship, Substantial owner means that individual or sole proprietor.

All Applicants are required to complete this declaration and comply with the Child Support Enforcement Ordinance. An Applicant's signature on this form constitutes a certification that the information provided below is correct and complete, and that the individual signing this form has personal knowledge of such information.

Section A: Applicant Information:

Last Name:

First Name:

Date of Birth:

Social Security Number (last four digits):

Section B: Child Support Obligation Information:

The undersigned Applicant, being duly sworn on oath or affirmation hereby states that, "To the best of my knowledge": (click check box left of questions "A", "B", "C", or "D" as is appropriate)

A. I do not have judicially or administratively ordered child support obligations.

B. I have an outstanding judicially or administratively ordered obligation, but is paying it in accordance with the terms of the order.

C. I am delinquent in paying judicially or administratively ordered child support obligations.

The undersigned Applicant understands that failure to disclose any judicially or administratively ordered child support debt will be grounds for denying, suspending, or revoking County privilege(s); and, declares under penalty of perjury under the laws of the United States of America that the foregoing is true and correct.

Applicant Signature:

Date:

For Internal Office Use Only:

Department Name:

Contact Name:

Date Received:

Contact Email: