LAKE COUNTY BUILDING DEPARTMENT
105 Main St, Building B, Second Floor, Painesville, Ohio 44077
TEL: 440-350-2636 440-918-2636 FAX 440-350-2660
www.lakecountyohio.gov/buildinginspection or lcbd@lakecountyohio.gov

2027 CONTRACTOR'S REGISTRATION APPLICATION

CHECK ALL APPLICABLE:

( ) GENERAL ( ) ELECTRICAL ( ) HVAC ( ) HYDRONICS ( ) REFRIGERATION ( ) FIRE ALARM

( ) FIRE SPRINKLER ( ) FIRE / HOOD SUPPRESSION ( ) PLUMBING

( ) CERTIFIED BACKFLOW TESTER *(See note Page 2)*

REGISTRATION FEE: $130.00 PER EACH REGISTRATION.

REGISTRATIONS ARE VALID FROM JANUARY 1st - DECEMBER 31st OF EACH YEAR.

Make checks payable to: LAKE COUNTY TREASURER.

If receipt is required, please enclose a self-addressed, stamped envelope.

ENCLOSE A COPY OF YOUR STATE LICENSE or COMPANY ANNUAL CERTIFICATE IF APPLICABLE (See notes on page 2)

Note: It is the contractor's responsibility to follow all local municipality rules, regulations and registration requirements. This registration does not take the place of any local municipal requirements, please check with the local municipality for any additional requirements.

BOTH BOXES MUST BE COMPLETED.

NAME OF APPLICANT:_____
(Must be individual who holds state license if applicable)
HOME ADDRESS:_____
CITY:_____
STATE:_____ZIP CODE:_____

HOME TELEPHONE NUMBER:_____
CELL PHONE NUMBER:_____
EMAIL:_____

PRINT COMPANY NAME:_____

_____
(COMPANY NAME APPEARING ON STATE OF OHIO LICENSE IF APPLICABLE)
BUSINESS ADDRESS:_____
CITY:_____
STATE: _____ZIP CODE:_____
BUSINESS TELEPHONE NUMBER:_____
BUSINESS FAX NUMBER:_____
CELL PHONE NUMBER:_____
EMAIL:_____

Please list **names of any additional personnel authorized** to **obtain permits** and **schedule inspections** for the above company. If more space is needed, please note that an additional page is attached.

_____

_____

I subscribe that, if registered, I will abide by the provisions set forth in the code of building regulations for the unincorporated areas of Lake County and the areas where the Lake County Building Department has jurisdiction. I will obtain all necessary permits and required inspections including final inspections. I will maintain a set of approved construction documents on site, and I will comply with all approved construction documents, codes, and standards. This certificate of registration can be revoked at the discretion of the Lake County Building Department for violations of the Building Codes or failure to obtain permits and required inspections, or other just cause, including violations of the provisions of this paragraph.

FALSIFICATION OF A PUBLIC DOCUMENT IS A VIOLATION OF THE OHIO REVISED CODE, SECTION 2921.13(A)(5), A MISDEMEANOR OF THE FIRST DEGREE, PUNISHABLE BY UP TO SIX (6) MONTHS' IMPRISONMENT AND A FINE OF $1,000 OR BOTH.

_____

APPLICANT'S SIGNATURE / DATE

REVISED 10/**2026**

- Contractors must register annually using the form provided by the Lake County Building Department. ***Note: All contractors doing work within Lake County Building Departments jurisdictions are required to register with the Lake County Building Department if they are performing Residential or Commercial / Non-Residential work.***
- *The name of the applicant must be a person not a company.*
- *Please list names of any additional personnel authorized to obtain permits and schedule inspections.*
- *When completing the Company Name field, the name must match the name listed on the State of Ohio contractor license or the State of Ohio Company Annual Certificate.*

- The following contractors must be registered annually (January – December) at a fee of $130:
  - **Electrical –** (Residential or Commercial / Non-Residential) requires copy of State of Ohio Electrical License. Includes electric temp poles & electric to septic.
  - **Plumbing** – *(Residential or Commercial / Non-Residential).* Requires copy of State of Ohio Plumbing License.
    - **Note**: a registered HVAC or Plumbing contractor can install Gas Piping and obtain any required permits for Gas piping, *(Residential or Commercial / Non-Residential).*
    - **Note**: An individual who can show proof that they have continuously registered for residential plumbing will not be required to show a State of Ohio License to register for residential plumbing.
    - **Note**: Registered Plumbing contractors may install backflow devices and do plumbing installations.
    - **Note:** *Registered Backflow installers may only install backflow devices but not plumbing installations. Requires Backflow Certificate.*
  - **HVAC –** (Residential or Commercial / Non-Residential) requires copy of State of Ohio HVAC License.
    - **Note:** For **Residential work only,** a registered HVAC contractor can obtain any required permits for Residential boilers / hot water heat installation and replacement.
  - **Hydronics** – (Residential or Commercial / Non-Residential) requires copy of Ohio Hydronics License.
    - **Note**: for **Residential work only,** registered HVAC and Plumbing contractors can obtain any required permits for Residential Hydronics.
  - **Fire Alarm - Safety** – (Commercial / Non-Residential only) requires copy of State Fire Marshal company annual certificate.
  - **Fire Sprinkler** – (Residential or Commercial / Non-Residential) requires copy of State Fire Marshal company annual certificate.
  - **Fire / Hood Suppression** - (Commercial / Non-Residential only) requires copy of State Fire Marshal company annual certificate.
  - **Refrigeration –** (Commercial / Non-Residential only) requires copy of Ohio Refrigeration License.
  - **General –** All applicants for Residential or Commercial / Non-residential acting as the general contractor / builder. No state license required.

- **Registration Requirements***: Registrations are valid January 1st – December 31st of each year. Registration applications received after November 1st will be good for the remainder of the year and the following calendar year. The following items must be received at one time in order to process registration request:*
  - *Registration Application Form.*
  - *Registration Fee.*
  - *State License/Certification where required.*
  - *Note: If done VIA mail, please enclose a self-addressed stamped envelope if a receipt is required.*

- A homeowner may pull permits for the homeowner's own property **if the homeowner is performing the work himself or herself**. Homeowners are not required to be registered.
- Per Lake County Commissioners' Resolution 20060720 dated July 20, 2006, all residential electric, HVAC, gas piping, plumbing, and hydronics contractors are required to show a state of Ohio license upon registration.
- Per Building Department policy amendment dated October 26, 2022, a residential only specialty contractor test can be taken in lieu of the state license requirement.