



In person, mail or email registration must complete this application completely.

City of Danville
CONTRACTOR REGISTRATION INSTRUCTIONS

REGISTRATION PROCESS:

At the time of registration, every contractor engaging in work within the City shall first provide the following:

- Proof of liability insurance of at least \$1,000,000
- Proof of Workers Compensation Insurance
- Contractor Registration Application form completed
- An annual registration fee: \$100
- Additional testing or state licensing is required to register and obtain permits for Roofing, Electrical, Plumbing, or HVAC (if applicable)

The building safety offices are located at 1155 East Voorhees Street in Danville.

Office hours are from 7:30am to 12pm and 1pm to 4:00pm Monday-Friday.

The main building safety contact number is (217) 431-2321.

All forms must be filed out completely and signed.

Can be submitted to:

Mail to Office of Building Safety

Email – Permits@cityofdanville.org

Online Registration – <https://www.cityofdanville.org/233/Permits>

Additional Information:

Reminder: No work is to be started until a permit has been issued and posted on the job site unless other arrangements are made with the applicable inspector.

A permit will not be issued until both the application and payment have been received **AND** the application has been approved by the applicable inspector.

Inspections of all permitted work are required.

Note: Failure to call for required inspection is subject to a \$200 administrative fee. Call the applicable inspector directly to schedule these inspections. 24-hour advance notice is required for inspections. If you have any questions, please call 217-431-2321.

All Contractor Registrations expire April 30 each year.

Registration after April 30 will have a \$50.00 late fee added.

I hereby have read and agree to the above statements INT

License #: _____

2025-26 Contractor Registration Application
Danville, Illinois
(Please print clearly)

Owner Name: _____

Date of Birth: _____ Place of Birth: _____

Company Name: _____

Mailing Address: _____

Email Address: _____

Business Phone: _____ Cell Phone: _____

Have you ever been convicted of home repair fraud or similar offense? Yes _____ No _____

Contractor Name (if different from above): _____

Contractor Phone: _____

FEIN #: _____ Unemployment #: _____

Liability Insurance Provider: _____

Workers Compensation Provider: _____

Services Provided (Select all that apply):

- | | | | |
|--|--|---|---|
| ☐ General | ☐ Electrical (Class A) ^ | ☐ Plumbing ^ | ☐ Mechanical ^ |
| ☐ Carpentry | | IL License 055-_____ | ☐ Furnace |
| ☐ Masonry | ☐ Signs | IL License 058-_____ | ☐ Air Conditions |
| ☐ Driveway/Parking | ☐ Electrical (Class B) | ☐ Electrical (Class B) | ☐ Refrigeration |
| ☐ Fencing | | | ☐ Electrical (Class B) |
| ☐ Roofing^104._____ | ☐ Other | | |
| ☐ Demolition | _____ | | |

^ = Additional Testing or Licensing is required

By my signature below, I hereby certify that I understand that any person or company working for me as a subcontractor must be registered with the City and is not considered my employee.

By my signature below, I hereby certify and attest that I have reviewed the information provided above and that such information is true and accurate, I understand that providing false information constitutes a violation of Chapter 165 of the City of Danville Code of Ordinances.

Signature

Title

Date

Registration Cost: \$ _____ Fee Paid: Yes ___ No ___ Receipt #: _____

Cash: _____ Credit Card: _____ Check #: _____ Approved By: _____