



MECHANICAL CONTRACTOR REGISTRATION APPLICATION REQUIREMENTS

I. OFFICIAL FORM OF BUSINESS DOCUMENTS

SUBMIT ANY ONE (1) OF THE FOLLOWING DOCUMENTS :

1. Certificate of Incorporation
2. Partnership Agreement
3. Business Certificate (DBA "Doing Business As")
(\$25.00 fee/filed with Niagara County Clerk's office in Lockport)

II. CERTIFICATES OF INSURANCE

CERTIFICATE MUST SHOW STATUORY COVERAGE OF:

1. General Liability shall be \$100,000 single limit, each occurrence, and \$300,000 aggregate bodily injury and property damage. Such policy shall name the City of Niagara Falls, New York, as an additional party insured and shall not be cancelled unless thirty (30) days prior written notice has been given.
2. New York State Workman's Compensation Insurance.
3. New York State Disability Insurance.

III. COPY OF A LEGALLY RECOGNIZABLE CONTRACT PURSUANT TO THE NEW YORK STATE BUSINESS LAW.

IV. MECHANICAL CONTRACTOR APPLICATION FORM FEE:

- \$175.00 initial filing fee (check made payable to City Controller).
- \$150.00 annual renewal fee (check made payable to City Controller).