

CITY OF AMHERST, OHIO

Building Department
480 Park Avenue 44001
440-988-3734 FAX: 440-988-3764
building@amherstohio.org



TO: ALL CONTRACTORS

Re: *Contractor Registration – 2010*

All contractors, including sub-contractors, working in the City of Amherst for the 2010 year must be registered. The fee for registration is \$100.00. You must have a certificate of insurance indicating at least \$100,000 liability on file, or no permits will be issued.

*** Contractors caught working without a current registration will be fined double.***

***General Contractors** must have a current registration from a major city.

***Electricians, Hydronics, HVAC and Plumbers** must have a current State License (House State Bill 434 eff.3/01)

***Electricians – Please note:** The underground to transformer wire connection must be scheduled so the Amherst Utility Electric Department is present during hookup. Call 984-2595 or 988-2442.

You can stop by the Building Department any weekday between 8:00 and 4:30 and pay by cash, check, visa or master card or mail a check, made out to the *City of Amherst* with all required documentation**.

The City of Amherst has adopted the Ohio Building Code, International Residential Code, 2006 Residential Code of Ohio, Ohio Plumbing Code, Ohio Mechanical Code, National Electric Code and the Ohio Fire Code for Residential, Commercial and Industrial. All inspections must be in compliance with these codes*.

We are requesting 24 hours notice for all inspections.

****Please notice the following changes: All permits and registration that are mailed in MUST have a self-addressed stamped envelope or they will not be mailed back. You will need to pick them up at the Building Department Office.**

If you have any questions, or need additional information call the Building Department.

*Code books are available through BOCA International, Inc.
4051 W. Flossmore Road, Country Club Hills, IL 60478
Phone: 708-799-2300 Fax: 708-799-4981
e-mail: www.bocai.org