

RICHLAND TOWNSHIP SUPERVISORS

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FIRST PAGE IS FOR YOUR RECORDS

Richland Township, Cambria County - Contractor's License

As a contractor, you may already be aware that contractors who perform home improvements totaling \$5,000 or more per year in Pennsylvania must now register with the Office of Attorney General. This includes any person who owns and operates a home improvement business or who undertakes, offers to undertake or agrees to perform any home improvement. Home improvement contractors must register with the Office of Attorney General at www.attorneygeneral.gov or call 1-888-520-6680. **Upon application for a building permit in Richland Township, all PA registered contractors must provide their official registration number and proof of workers' compensation.**

Richland Township still requires contractors to register every year for **all commercial construction and new home construction when performing work within the township.** This license requirement applies to all contractors whether working as a general contractor or subcontractor on a project. It shall be the duty of all contractors, commercial and new home contractors and subcontractors to comply with all ordinances and codes relating to the construction, alteration and repair of all buildings, structures, all site preparation, excavation and paving in Richland Township. Prior to construction, the Township shall review modifications or repaving of driveways entering onto Township roads. All other laws or ordinances pertaining to or regulating activities in Richland Township shall also be followed. **Please note the back of the application indicates the current codes in effect in Richland Township. At the time of registration and payment of the registration fee, and submittal of the required insurance verifications, the contractor or subcontractor shall be issued two (2) decals. These decals shall be prominently displayed on all vehicles used during the registration year. Additional decals, in excess of two (2), cost one dollar (\$1.00) per decal.**

The Workers' Compensation Reform Act states that all municipalities that issue building permits in Pennsylvania must require all contractors to provide proof of workers' compensation insurance for their employees. Please submit this certificate of insurance with your contractor's license application. Richland Township must be listed as a certificate holder. **If you do not employ other individuals, and therefore, do not carry workers' compensation insurance, a notarized affidavit stating the same is required. A form letter is available at the Township office.** A certificate of insurance indicating general liability insurance coverage shall also be submitted with the application.

Prior to beginning work for any new house or commercial construction within the township, please complete the enclosed application form and return it along with your certificates of insurance and the renewal fee of \$100.00. Checks or money orders should be made payable to Richland Township. Your decals and an approved copy of the license application will be returned to you. If there are any questions, please do not hesitate to contact this office at 814-266-2922 ext. 3.

LICENSE NO. 19- _____

**RICHLAND TOWNSHIP
CONTRACTOR LICENSE APPLICATION
FOR COMMERCIAL AND NEW HOME CONSTRUCTION
322 SCHOOLHOUSE ROAD, SUITE 110, JOHNSTOWN PA 15904
P. (814) 266-2922 F. (814) 266-2024**

1. CONTRACTOR NAME: _____

ADDRESS: _____

STREET

CITY

STATE

ZIP CODE

PHONE: () CELL () FAX: ()

2. LICENSE CLASSIFICATION: GENERAL PLUMBING ELECTRICAL
 EXCAVATION MASONARY MECHANICAL OTHER

3. PLEASE NOTE: IF A PARTNERSHIP, NAME ALL MEMBERS OF THE PARTNERSHIP, IF A CORPORATION, NAME THE PRESIDENT, VICE-PRESIDENT, SECRETARY AND TREASURER.

NAME

TITLE

RESIDENCE ADDRESS

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

4. PA CONTRACTOR LICENSE NUMBER: _____

5. NUMBER OF EMPLOYEES: FULL TIME: _____ PART TIME: _____

6. LIABILITY INSURANCE COMPANY NAME: _____

7. LIABILITY INSURANCE POLICY NO.: _____

8. WORKERS COMPENSATION INSURER NAME: _____

9. WORKERS COMPENSATION POLICY NO.: _____

Certificates of Insurance should be provided for the above liability and worker compensation policies. The "Certificate Holder" should be: Richland Township, 322 Schoolhouse Road, Suite 110, Johnstown, PA 15904.

PLEASE NOTE: IF YOU DO NOT HAVE EMPLOYEES, AND, THEREFORE; ARE NOT REQUIRED TO CARRY WORKERS COMPENSATION INSURANCE; **A NOTARIZED AFFIDAVIT** STATING THAT YOU HAVE NO EMPLOYEES MUST ACCOMPANY YOUR APPLICATION.

10. RICHLAND TOWNSHIP HAS ADOPTED THE FOLLOWING ORDINANCES AND CODES, AND THEY ARE AVAILABLE AT THE TOWNSHIP OFFICE FOR YOUR REVIEW OR MAY BE PURCHASED AT CURRENT PRICES.

- RICHLAND TOWNSHIP ZONING REGULATIONS
- 2015 ICC INTERNATIONAL MECHANICAL CODE
- 2015 ICC INTERNATIONAL BUILDING CODE
- 2015 ICC INTERNATIONAL FIRE CODE
- 2015 ICC INTERNATIONAL RESIDENTIAL CODE
- 2015 ICC INTERNATIONAL PLUMBING CODE
- 2015 ICC INTERNATIONAL ELECTRICAL CODE
- 2015 ICC INTERNATIONAL ENERGY CONSERVATION CODE

- RICHLAND TOWNSHIP SUBDIVISION AND LAND DEVELOPMENT ORDINANCE
- FLOOD PLAIN MANAGEMENT ORDINANCES
- RICHLAND TOWNSHIP SOIL EROSION, SEDIMENTATION AND GRADING CONTROL ORDINANCE

11. SERVICES PROVIDED ARE APPLICABLE TO BUSINESS PRIVILEGE TAX OF .001.

APPLICANT SIGNATURE: _____

TITLE: _____ **DATE:** _____

THIS APPLICATION MUST BE ACCOMPANIED BY A REGISTRATION FEE OF **ONE-HUNDRED DOLLARS (\$100.00)** FOLLOWING WHICH TWO (2) DECALS WILL BE ISSUED TO YOU. ADDITIONAL DECALS CAN BE PURCHASED FOR \$1.00 EACH.

(Please make checks payable to Richland Township)

DO NOT WRITE BELOW THIS SPACE

Amount Paid: _____ **Paid: Cash** _____ **Check No.** _____ **Receipt #** _____

Number of Decals Issued: _____ **License approved:** _____, 2019

Township Signature: _____

Richland Zoning & Codes Office