



VILLAGE OF RANTOUL

**Building Inspection Dept.**  
Phone # - 217-893-1661 ext. 6826  
Fax # - 217-892-5501

## HVAC Contractor Registration Application

Instructions to applicants: Complete form by filling in all information. Supporting documentation **MUST** accompany the signed application when submitted. Please submit the following:

- this completed application
- Proof of Insurance applicable to Class of License requested
- \$50.00 check payable to the **Village of Rantoul**

Applicant Name:	Application Date:
Business Name:	Phone #-
Business Address:	Mobile #-
	Fax #-
President/Head/Owner:	
Mailing Address:	
<b>Contractor Signature:</b>	

### Official Representatives

Name	Title
1.	
2.	
3.	
4.	
5.	

Please provide the name of the city, village or town where you are currently licensed and also provide a copy of that license. (See Page 2 for requirements of reciprocal licenses and registration)

Municipality Name	Phone #-
Contact Name:	
Mailing Address:	

**NOTE: MAIL, DO NOT FAX, ALL MATERIALS TO:**  
**VILLAGE OF RANTOUL - BUILDING INSPECTION DEPARTMENT**  
**ATTN: CONTRACTOR REGISTRATION**  
**333 S. Tanner St., Rantoul, Illinois 61866**



### **Reciprocity and Registration:**

**(A)** Any person who is registered or licensed for the current year in any city, village or town in the State of Illinois where the requirements of registration or licensing on the date of such registration or licensing were substantially equal to or greater than the requirements provided herein and if such city, village or town extends a similar privilege to persons licensed, shall not be required to take the mechanical examination.

**(B)** Prior to commencing any work, applicant shall fill out and file a copy of the Village of Rantoul's registration form, a copy of current license for the current year in any city, village, or town in the State of Illinois and shall pay a license transfer fee of \$50 (which is **not** renewable).

**(C)** Applicants must show proof of insurance applicable to HVAC work.