

# **2024 CONTRACTOR REGISTRATIONS**

STARTING JANUARY 22nd, 2024 - TO APPLY FOR CONTRACTOR REGISTRATIONS YOU MAY DO SO AT THE FOLLOWING LINK:

<http://portagecountyoh.portal.opengov.com/>

THE COST OF REGISTERING IN 2024 WILL STAY CURRENT AT \$100.00. YOU ARE REQUIRED TO UPLOAD THE FOLLOWING DOCUMENTS:

- **BOND** – Each applicant shall furnish a Performance Bond in the amount of Ten Thousand Dollars (\$10,000.00) guaranteeing material and workmanship in conformity with the current and adopted Ohio Building Codes and any other rules and regulations adopted by the County of Portage. This must be provided on the Portage County Bond form referenced on our web page. Please have the bonds expire as of December 31, 2024. **PLEASE SIGN YOUR BOND**. You can visit the county website at: [www.co.portage.oh.us](http://www.co.portage.oh.us) and visit the building department webpage to download the required Portage County Bond Form.

- **INSURANCE** – Each applicant shall furnish evidence of insurance for bodily injury in the amount of One Hundred Thousand Dollars/Three Hundred Thousand Dollars (\$100,000/\$300,000) and a minimum of Fifty Thousand (\$50,000) dollars for property damages, with Portage County indicated as the certificate holder.

- **STATE CERTIFICATION** – A copy of your state certification must be on file or presented at the time of renewal. For Fire Alarm & Sprinkler, you must present your certificate from the State of Ohio, Department of Commerce, Division of State Fire Marshall.

- **APPLICATION** – First time registering in Portage County you must download a Contractor Application from our webpage, completely fill it out and upload into your submittal.