



HOW DO I LEARN MORE?

Visit our website at:

www.dupageco.org/building

Or call

The Building & Zoning Department

630.407.6700



DuPage County

Building & Zoning Department
421 N County Farm Road
Wheaton, IL 60187

Phone: 630-407-6700

Fax: 630-407-6702

E-mail: Buildingandzoning@dupageco.org

Web site: www.dupageco.org/building

DuPage County

*Building & Zoning
Department*

CONTRACTOR REGISTRATION INFORMATION



**Building
Division**

Tel: 630.407.6700

DuPage County Contractor Registration

ABOUT THE ORDINANCE

Since March 3, 2008 all general and sub-contractors performing work in unincorporated DuPage County are required to be registered with the DuPage County Building Official prior to permit issuance and commencement of work.

Homeowners doing the construction projects themselves do not need to register.



WHY REGISTER?

Registration allows DuPage County to better regulate construction activity and contractors working in the unincorporated areas of DuPage County. This registration also requires that contractors maintain adequate liability insurance, in some cases workers' compensation insurance.

REGISTRATION CLASSIFICATIONS

1. "General Contractor With Trades"

A contractor who uses one or more tradesmen or sub-contractors to perform the required construction to complete any project for which a building permit is required

2. "General Contractor/Construction Manager"

A contractor not employing full-time tradesmen and using sub-contractors to complete construction

3. "Sub-Contractor"

A contractor who performs only that type of work that is classified as a trade including, but not limited to the following:

EXAMPLE OF TRADES

Carpentry	Cell Tower Erector
Concrete	Damp-proofing
Demolition	Drywall
Electric	Elevator/lift
Excavating	Fence
Fire Alarm	Fireplaces
Fire Sprinklers	HVAC
Insulation	Irrigation
Landscaping	Masonry
Mechanical Piping	Plumbing
Roofing	Siding/Walls
Sign Erector	Steel Erector
Swimming Pools	Other

HOW DO I REGISTER?

Where:

To register you may visit our website at www.dupageco.org to download an application or apply in person at the Building & Zoning Department located in the Jack T. Knuepfer Administration Building at 421 N. County Farm Road, Wheaton IL 60187

Applicants must provide the following information:

1. Completed application
2. Copy of Certificate of Insurance with DuPage County listed as certificate holder (including workers' compensation if it applies)
3. Workers' compensation waived an affidavit is required
4. A "No Compensation" affidavit where work is being performed without compensation
5. Additional documentation required for some trades

Fees: payable by check, cash or credit card— (Visa & Master Card only)

Fees for registration range from \$100.00 - \$300.00 depending on the classification and date of the registration.