



## WORK PERMIT APPLICATION

Those contractors, sub-contractors, or individuals engaging in the business of any construction trades within the Village, shall apply for and obtain a work permit as provided herein prior to engaging in any work within the Village (Chapter 1321.02).

**FEE: \$25.00 (Do not send cash)**

**\*YOUR WORK PERMIT WILL EXPIRE ONE YEAR FROM DATE ISSUED\***

### Part 1.

<input type="checkbox"/> Contractor	<input type="checkbox"/> Sub-Contractor	<input type="checkbox"/> Individual	<input type="checkbox"/> Supplier
Business:			
Address:			
Name of Contact/Title:			
Phone:		Email:	
<input type="checkbox"/> EIN:			
State I.D. Number:		R.I.T.A. Number:	
Brief Description of Work:			

Cont. on Page 2

**Part 2.**

Provide an estimate of the gross revenue to be earned from work performed in the Village during the following calendar year. Such estimate shall be indicated as being within one of the following classifications:

<input type="checkbox"/>	Class 1: Gross revenue from work estimated to be \$25,000 or more.
<input type="checkbox"/>	Class 2: Gross revenue from work estimated to be in excess of \$15,000 but less than \$25,000.
<input type="checkbox"/>	Class 3: Gross revenue from work estimated to be in excess of \$5,000 but less than \$15,000.
<input type="checkbox"/>	Class 4: Gross revenue from work estimated to be less than \$5,000.

**IMPORTANT NOTICES:**

- (1) You are responsible to contact the Village of Plain City Zoning Office in advance to have your permit renewed before expiration.
- (2) Contractors are required to complete form WPRL (Page 3) for any Contractor, Sub-Contractor or individual that has performed work for the business listed above in Plain City within 30 days of all completed job sites.
- (3) All sub-contractors are required to file for work permits as required by Chapter 1321 of the Codified Ordinances of the Village of Plain City.
- (4) No County, State, or Federal contractor or supplier shall be required to obtain a work permit in regard to work performed for such an entity.

**For Zoning Staff**

Date Received:	Fee Paid:
Check No.:	Receipt No.:
Submitted WPRL? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Zoning Inspector Signature:	

# FORM WPRL

This form is required to be submitted in accordance with the work permit issued by the Village of Plain City for all workers and subcontractors whom have conducted business, while in your employment, within the Village of Plain City within 30 days of all completed job sites or at the end of the year (whichever comes first).

\_\_\_\_\_  
Name of Sub-Contractor

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City & State

\_\_\_\_\_  
Name of Sub-Contractor

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Street Address

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City & State

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Name of Sub-Contractor

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City & State