



SPARTA TOWNSHIP

160 E. Division St, Sparta MI 49345
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www.spartatownship.org

TO ALL CONTRACTORS WORKING IN SPARTA TOWNSHIP

All contractors are **required to register** their new license or updated information. This registrations form should be read, signed and returned. There is no charge to register with Sparta Township.

This contractor is aware of the following Sparta Township requirements:

1. A copy of the contractor's license must accompany this registration.
2. Only registered licensed contractors can obtain permits.
3. Permit is required prior to commencement of work.
4. The proper street address obtained from Kent County Road Commission must be on all permits and be used when requesting inspections.
5. Permit is valid only when payment is received and approved by inspection personnel.
6. No work shall be covered or concealed without inspection and approval.
7. Each contractor is responsible for arranging his own inspections.
8. Final inspections and Certificate of Occupancy are required for all projects before occupancy occurs.
9. Homeowners can obtain a Homeowner Permit for a single-family dwelling in which they live or are about to occupy for not less than one (1) year.
10. This registration may be revoked by Sparta Township if at any time code or ordinance violations are not corrected within 30 days.

License Holder's Signature _____ Date: _____

Contractor's Business Name _____

Business Address _____

Business Phone # _____ Email Address _____

Mobile Phone # _____

Contractor's License # _____ License Expires _____

Contact Person's Name _____ Phone # _____

Workman's Comp Carrier _____ Policy # _____

Issue Date _____ Expiration Date _____

Liability Insurance Carrier _____ Policy # _____

Federal ID # _____ MESC # _____