

NOTICE REGARDING ROOFING WORK

City of Springfield Department of Building & Zoning Room 304 Municipal Center West Springfield, IL 62701
Phone: 789-2171 Fax: 789-2048 May 2010

This notice is being distributed with roofing permits to inform building owners of a key requirement of the Illinois Department of Financial and Professional Regulation (IDFPR), which is the state agency responsible for the licensing of roofing contractors. IDFPR requires all roofing contractors to be licensed by the State of Illinois in order to perform roofing work. This state law does, however, allow building owners to obtain a roofing permit and perform their own roofing work for their own building, **but the building owner may not hire the work out to a non-licensed roofing contractor or individual.** This requirement can be beneficial to the building owner because in order for a roofing contractor to become licensed by the State, he or she must meet certain qualification requirements, and must meet guidelines for insurance, bonding, etc. To obtain additional information, visit the IDFPR website at www.idfpr.com.

The undersigned building owner acknowledges the above requirements:

Name: _____

Address: _____

Date: _____

***** NOTICE *****

Please call this department the day before you begin roofing work so that an inspection can be scheduled.

This department needs to be aware of when all building-owner roofing projects are occurring so that if we get called by the IDFPR, we can advise that the building owner is performing the roofing work.