



Notice Regarding Roofing Work

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.

Please call the Department of Building & Zoning at 217.789.2171 the day before you begin roofing work so that an inspection can be scheduled.

The 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.

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The undersigned building owner acknowledges the above requirements.

Name

Address

City

State

ZIP

Signature

Date