



Lake County Department of Utilities  
Engineering Group  
105 Main Street, Suite A305  
Painesville, Ohio 44077-0490  
Phone (440) 350-2652

November 20, 2025

Dear Sewer and Water Contractor:

Please complete all sections clearly and accurately.

**Before submitting, confirm:**

- All sections completed
- Enclosed performance bond attached
- Certificate of Liability insurance listing Lake County Department of Utilities, 105 Main Street, Suite A305, Painesville, Ohio 44077, as a certificate holder, written and signed by an insurance company licensed to do business in the State of Ohio. Limits of general liability of a combined single limit of no less than \$600,000. Automobile liability of no less than \$600,000. Evidence of XCU (explosion, collapse, underground) coverage. A minimum of 10 days' written notice of cancellation.
- Affidavit & Verification signed by all company officers attached
- \$100 non-refundable registration fee

**NOTE:**

Individual name, and company name if applicable must be listed identically on all documents. Please review all information and have your application completed in full prior to submission. Incomplete applications will be returned for correction. Please allow 10 business days for application to be reviewed.

If you have any questions, please contact this office.

Respectfully yours,

**LAKE COUNTY DEPT. OF UTILITIES**

**2026 APPLICATION FOR SEWER & WATER BUILDERS LICENSE  
COUNTY OF LAKE  
DEPARTMENT OF UTILITIES**

DATE \_\_\_\_\_

**1 Company Information**

Company Name: \_\_\_\_\_, a corporation or partnership or individual, hereby applies to the Lake County Board of Commissioner for a SEWER AND WATER BUILDER'S LICENSE, for the purpose of constructing all sanitary sewer mains, water mains, and appurtenances thereto in all Lake County Sewer and Water Districts in accordance with the regulations and specifications of the Department of Utilities. Failure by the sewer and water builder to answer any of the following questions or supply the information requested to the satisfaction of the Sanitary Engineer or to comply with any rules and regulations or the direct orders of the Sanitary Engineer or his duly authorized assistants or inspectors shall be deemed just cause for the non-issuance and/or revocation of the Sewer and Water Builder's License and may lead to legal prosecution in accordance with Section 6117 and 6103 of the Ohio Revised Code.

Mailing address: \_\_\_\_\_

Business phone: \_\_\_\_\_

Employer Tax ID: \_\_\_\_\_

Question	Yes	No	Details
Incorporated in Ohio?	<input type="checkbox"/>	<input type="checkbox"/>	Charter No: _____
Limited Liability Corporation?	<input type="checkbox"/>	<input type="checkbox"/>	Year Incorporated: _____

President/Individual: \_\_\_\_\_

Vice-President/Partner: \_\_\_\_\_

Secretary/Partner: \_\_\_\_\_

Treasurer/Partner: \_\_\_\_\_

List all company shareholders/stockholders. Attach a separate list if necessary. If you are the sole owner or individual, you must list your name below.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2 Owner Contact Information**

Owner's Full Name: \_\_\_\_\_

Owner's Date of Birth: \_\_\_\_\_

Owner's Home Address: \_\_\_\_\_

Owner's Phone: \_\_\_\_\_ Owner's Email: \_\_\_\_\_

24/7 Emergency Contact Phone: \_\_\_\_\_

**3 Experience & References**

Years licensed by Lake County Utilities: \_\_\_\_\_

Years of sewer/water construction experience: \_\_\_\_\_

Percentage of work related to sewer/water: \_\_\_\_\_%

Project references (*if not previously licensed*)

<b>Municipality</b>	<b>Contact Person</b>	<b>Title</b>	<b>Phone Number</b>	<b>Type of Work</b>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**4 Personnel**

Foreman(s) in charge (one must be present at job site):

<b>Name</b>	<b>Phone</b>
_____	_____
_____	_____
_____	_____

**AFFIDAVIT & VERIFICATION**

I hereby certify that all outstanding bills for labor and material for the previous years have been paid in full. I further hereby certify that all outstanding Lake County property taxes, my Department of Utilities bills and any other bills from any department or office of Lake County for all previous years have either been paid in full, or are currently not in default. It is further agreed that my license will not be issued if any of the above items are outstanding relative to any previous company, incorporation, partnership, individual, etc., with which I was associated or with whom I am now associated. And it is further agreed that I am not/nor is any shareholder, partner, person with ownership interest, employee or worker or worker who has held a license in the past, currently in less than good standing with Lake County and its departments. I further certify that all employees are eligible to work under my license. I further agree that a separate Lake County Department of Utilities sewer and water installation permit shall be required on all main lines to be constructed in the public right-of-way and/or a Lake County dedicated easement. The amount of the performance/maintenance surety required to be submitted with said permit shall be solely determined by the Lake County Sanitary Engineer. I also agree that all inspection deposits shall be kept current and shall not fall in arrears. I understand that failure to meet any requirement listed above or violation of any of the above requirements or of any applicable sewer or water rule or regulation shall be cause to deny the issuance or revocation of any license. The names and signatures listed below attest and agree with said denial and/or immediate revocation of an existing Lake County Department of Utilities Sewer and Water Builder's License for failure to meet any of the above requirements or violation of any of the above requirements or of any applicable sewer or water rule or regulation. Being first duly sworn as an officer or the company, I hereby affirm statements and answers given therein, written or printed, are true as I verily believe.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
President/Individual Signature

\_\_\_\_\_  
Vice-President/Partner Signature

\_\_\_\_\_  
Secretary/Partner Signature

\_\_\_\_\_  
Treasure/Partner Signature

APPLICATION APPROVED:

By: \_\_\_\_\_  
Randall J. Rothlisberger, P.E.  
Lake County Sanitary Engineer

By: \_\_\_\_\_  
Lake County Assistant  
Prosecuting Attorney

By: \_\_\_\_\_  
Lake County Administrator

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

BOND NO. \_\_\_\_\_

2026 LAKE COUNTY DEPARTMENT OF UTILITIES  
SEWER AND WATER BUILDERS LICENSE  
BOND

KNOW ALL MEN BY THESE PRESENTS: That \_\_\_\_\_,

as principal, and we, \_\_\_\_\_, a Surety, are held and firmly bound unto the County of Lake, State of Ohio, in the sum of Ten Thousand Dollars (\$10,000) good and lawful money of the United States, to be paid to the County of Lake, for which payment well and truly made, we bind ourselves, our heirs, executors and administrators, successors and assigns jointly and severally, firmly be these presents, for a term beginning \_\_\_\_\_ and ending December 31, 2026.

1. WHEREAS, said \_\_\_\_\_, principal, has this day been granted a sewer and water builders license as dated by the County Commissioners of Lake County in accordance with the provisions and under the terms and conditions set forth in Section 1.05 et seq. of the Rules and Regulations governing sanitary sewerage in Lake County, duly adopted by the County Commissioners of Lake County, Ohio and by the conditions set forth in this application package.

NOW, THEREFORE, the condition of this obligation is such that the said \_\_\_\_\_, Principal, shall at all times hereafter under said license, well and truly perform and discharge the duties imposed upon him said Rules and Regulations or any amendment thereto, and shall save said County harmless from all damages that may arise from his negligence, or negligence of any one in his employ including the failure to fully restore property in kind, and shall conform to and abide by THE OHIO SANITARY CODE OF THE STATE OF OHIO DEPARTMENT OF HEALTH AND OF THE PUBLIC HEALTH COUNCIL OF OHIO AND ALL REGULATIONS ISSUED THEREUNDER as provided by OHIO REVISED CODE, TITLE 37 and such other requirements as said County may make in relation to plumbing and to the direction of the Sanitary Engineer for said County, then this obligation is to be void, otherwise in full force and effect.

Signed, sealed and dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Board of County Commissioners  
Of the County of Lake, State of Ohio

\_\_\_\_\_  
Contractor's Signature

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Surety Company Name

\_\_\_\_\_  
Agent's Signature

Date: \_\_\_\_\_

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Randall J. Rothlisberger, P.E.  
Lake County Sanitary Engineer  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Lake County Assistant  
Prosecuting Attorney  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Lake County Administrator  
Date: \_\_\_\_\_