



*Rock Island County... Build the future and improve the quality of life for our community*

Dear Contractor:

Your 2024 contractor registration will expire on February 28, 2025. In order to obtain permits for the 2025 season your registration must be current. Your registration form is enclosed; please take a few minutes and review to ensure it is current and correct. If you find errors or missing information please cross out and provide us with corrections. Keep in mind that it is the contractors' responsibility to keep insurance certificates, bonds, and licenses current.

**The Contractor Registration will be valid from March 1, 2025 thru February 28, 2026. The cost for your annual registration is \$50.00. (Make checks payable to – Rock Island County)**

**INCOMPLETE REGISTRATIONS WILL NOT BE ACCEPTED.**

**Current bond, Certificate of Insurance, all applicable licenses must be on file.**

Please observe the following contractor responsibilities when performing work in Rock Island County:

- Your registration must be complete before a permit can be issued.
- County code requires that permits must be pulled **BEFORE** work is started and the permit **MUST** be posted on the job site. Contractors found in violation will be assessed a double permit fee.
- County code requires that inspections are conducted during applicable stages in the build and that a final inspection or occupancy inspection is conducted in order to close the permit. It is the responsibility of **permit holder** to call all inspection requests to the Zoning & Building Department.

Rock Island County currently uses the 2012 International Codes (Building, Residential, Fire, Mechanical, Fuel Gas, and Existing), 2011 NEC, 2021 Illinois Energy & 2018 Plumbing Codes, and the 2012 IPC for matters not covered by the Illinois Plumbing Code. We do have some minor code amendments, please be sure you know them. We may be updating to the 2021 ICC Code cycle this year, similar to other local communities, but the date is still to be determined.

If you have any questions regarding the registration process, please call or email Cassidy DeMeyer at 309-558-3757 or [cdemeyer@rockislandcountyil.gov](mailto:cdemeyer@rockislandcountyil.gov) . Permit applications, fee schedules, code amendments and permits guides are available on the County website: <https://www.rockislandcountyil.gov/367/Contractor-Information>

Thank you!

OFFICE OF  
**ZONING & BUILDING SAFETY**

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