



## Portage County Combined General Health District

999 East Main Street  
Ravenna, Ohio 44266  
[www.portagehealth.net](http://www.portagehealth.net)



*Rebecca Lehman, MPH, MPA, CHES, Health Commissioner*

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### Portage County Health District New Ohio Licensed Plumbing Contractor Registration

To register with the Portage County Health District, please submit the following:

1. **Plumbing Contractor Application Form**

The form is found on our website or is attached to this letter.

2. **State of Ohio Contractor License (Plumbing)**

Enclose a current copy of the Plumbing Contractor's License. The name on the State of Ohio Contractor license must match the application. If operating as a company, the information must match the Secretary of State Business Filings.

3. **Certificate of Insurance**

Please provide a current certificate of insurance in the amount of \$300,000/\$300,000 Bodily Injury and \$100,000 Property Damage with Portage County Health District, 999 East Main Street, Ravenna, Ohio 44266, as the certificate holder. Certificates of Insurance must show an expiration date; those marked "Continuous" will not be accepted.

4. **\$150.00 check payable to the Portage County Health District.**

#### **PLEASE NOTE:**

Each permit includes one (1) rough and one (1) final inspection. At the time of application only, additional inspections can be applied at a cost of \$35.00 each. After the initial application, a \$50.00 fee will be assessed for each additional inspection.

To assist us in providing timely inspections, please provide the permit number, address, lock box code, and township when scheduling inspections. No plumbing systems will be approved without a water or vacuum test at the time of inspection.

Please be aware that the Portage County Health District **does not** have jurisdiction within the cities of **Aurora, Kent, Ravenna, and Streetsboro**.

If you have any questions, please contact this office by phone Monday through Friday, 8-10 AM at (330) 296-9919 or through email at [pchd@portagehealth.net](mailto:pchd@portagehealth.net).

Enclosures