



Haverhill

City Clerk's Office, Room 118
Phone: 978-374-2312 Fax: 978-373-8490
cityclerk@cityofhaverhill.com

APPLICATION FOR NEW DRAINLAYER'S LICENSE

1. Fill out application in City Clerk's office in name of Drainlayer.
2. Fee of \$100.00 per year payable by January 1st
3. Applicant must submit 2 letters of recommendation from a City or Town official (other than Haverhill) in the name of the Drainlayer to the City Engineer for approval.
4. Engineer approves or disapproves application.
5. Drainlayer's Bond for \$25,000.00 must be filed with the City Clerk in the name of the Applicant (drainlayer) and the Company.
6. Also required is a certificate of liability insurance for \$1,000,000.00 and workmen's compensation coverage. Massachusetts requires all license holders to have a workmen's compensation affidavit on file at the City Clerk's office.
7. If the work is being done on city property, a street opening bond for \$25,000.00 must also be filed at the City Clerk's office.
8. All bonds and insurance certificates must be originals. No copies or faxed copies will be accepted.
9. All bonds and insurance certificates are approved by the City Solicitor before the application is presented to the City Council.
10. City Council grants permit.
11. All permits expire December 31st.

CITY OF HAVERHILL

DATE _____

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks that he may receive a license for

DRAINLAYER

Drainlayer's Name _____ Signature _____
PRINTED

Home Address:

Street _____ PO box _____

City/Town _____ State _____ Zip Code _____

Tel No. _____ Cell No. _____

Business Name _____

Business Address:

Street _____ PO Box _____

City/town _____ State _____ Zip Code _____

Tel No. _____ FAX No. _____

New/Renewal _____ Fee _____

In Municipal Council,

20_____

Attest:

APPROVED _____

DENIED _____

CITY CLERK

CITY ENGINEER